



COEP Technological University (COEP Tech)

A Unitary Public University of Government of Maharashtra
(Formerly College of Engineering Pune)

Department of Computer Engineering and IT

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Enquiry Letter

Sealed Quotation are invited by the Department of Computer Engineering and Information Technology from reputed manufactures/ suppliers for the supply of the following item.

Enquiry Number & Date	COEP/Comp-IT/Enq/Migration of Domain/Datacenter/2022-23/997
Enquiry Date	17/03/2023
Location:-	Datacenter Lab, Department of CE & IT , COEP Technological University
Quotation Submission Date@ Time	Up to 24/03/2023 @ 3.00pm
Quotation Submission Place	Inward Section, Establishment Office, COEP Technological University, Wellesley Road, Shivajinagar, Pune-411005
Quotation Opening Place	Office of Department of Computer & IT

Sr.No	Material Description	Qty	Unit
1	Migration of Domain change Detailed Scope of Work attached Annexure 'A'	01	Job

Terms & Conditions:-

1. Fax and Email quotation are not acceptable.
2. The taxes, insurance, freight, packing and forwarding charges if any be quoted in Indian Rupees separately.
3. The rates shall be valid for 90days.
4. Validity: Quotation Validity at least 90 days from the due date.
5. Quotations shall be sent in sealed envelopes clearly marked Quotation for Supply of _____, Enquiry Number, Enquiry date and Enquiry due date addressed to The Head, Department of Computer & IT ,COEP Technological University Pune-411 005.
6. 100% payment will be paid after satisfactory delivery, installation and commissioning/work.
7. Please specify the make and model of the item.
8. Quotation(s) received after last date of Quotation submission will be rejected.

9. Delivery/Work Period and Terms Conditions should be mentioned clearly.
10. Delivery/Work period is in such case penalty for delay in proportion to the cost of equipment
 - a) at the rate of 0.5 % per week; maximum limit of 10% shall be charged in case of PO value is less than 2 Lakh.
 - OR
 - b) at the rate of 0.5 per week; maximum limit of 5% shall be charged in case of PO value is 2 Lakh and above.
11. Optional items should be quoted in separate sheet otherwise your quote will be rejected
12. Supply/Work and Installation:- Vendor shall be responsible for successful installation, commissioning and testing of the supplied items at Department of Computer & IT , COEP Technological University Pune-411 005.. Any defective component/device will be replaced by vendor at his cost.
13. The Vice Chancellor of COEP Technological University Pune reserves right to reject any one or all the quotation(s) without assigning any reasons there for.

Sd/-

Head

Department of Computer Engineering and IT
COEP Technological University Pune

Annexure 'A'

Scope of Work

CEOP Domain Migration

Sr.No	SCOP
1	Verify the account office 365 tenant
2	Verify the existing domain name on DNS portal
3	Verify the existing users
4	Add new domain Office 365 tenant and DNS Portal
5	Change domain priority
6	Check security & compliance
7	Create test users and check mail flow
8	Change domain name for users
9	Change primary SMTP to all users
10	Reviewed sing in for some users

End User changes

- The user login name will change to username@ceoptech.ac.in.
- The login password will be the same.
- The user license will be the same.
- No mail will delete from users mailbox, All mail will be available on the new domain.
- Users will receive mail from new and old domain ids in their mailbox.
- The user will send mail from a new domain name email address like username@ceoptech.ac.in.

Sd/-
Head

Department of Computer Engineering and IT
COEP Technological University Pune