



COEP Technological University, Pune

Wellesely Road, Chhatrapati Shivaji Maharaj Nagar, Pune- 411005

Antarang: Annual Social Gathering 2023

Phone: +91 9511855133 Email: Gatheringsecretary22-23@coep.ac.in



Outward No.: COEP/GATH/2022-23/ 0011

Date: 21/03/2023

To,
M. P. Khond,
COEP Tech,
Pune-411005

Subject: Permission to invite quotations of Infrastructure in Gathering'23

Respected Sir,

Seeing the excitement around the campus for the annual social gathering is overwhelming! Everyone is preparing their best for Antrang'23 and it is going to be a fun filled 3-day extravaganza between 7th April to 9th April 2023.

The Gathering is a platform for COEPians by the COEPians to showcase their hidden talent. Gathering is a festival that of the college that includes Traditional day, DJ night on 4th and 5th April 2023 respectively. The Drama and Variety programs are scheduled between 7th to 9th April. For smooth conduction of all events Infrastructure is needed for Musical Night, ANC Exhibition, Refreshment and Campus Décor.

So, I request you to grant the permission to invite quotation for Infrastructure in Gathering'23. The requirements of Infrastructure is attached here with.

Thanking you in anticipation.

Yours Sincerely,

Abhishek Khandale,
Infrastructure Head
Gathering 2023

Tejas Patange,
Secretary,
Gathering 2023

Dr. D. D. Kshirsagar
Faculty Advisor,
Gathering 2023

Ms. Nilima Kolhare
VP Gymkhana
COEP Tech

COEP Technological University, Pune

Shivajinagar, Pune -411005

Ph.No.020-25507779

NO/COEP/GATH/22-23/

Date: 21/03/2023

INVITATION FOR QUOTATION

To,

Sub: Quotation invitation for the Infrastructure of Muscial Night, ANC Exhibition, Refreshment and the campus of college for Gathering 2023.

Respected Sir,

Please quote your lowest rate in the sealed envelope for the work of ESM to the college campus for Gathering 2022-23, on or before 29/03/2023 up to 5.00 p.m. The detailed list of requirements with full specifications & terms & conditions are stated below.

INFRASTRUCTURE for Musical Night, Refreshment, ANC and Campus Decoration

Infrastructure for Musical Night				
Sr. No.	Description	Qty	Duration	Venue
1	Carpet 14*4	(5 qty) 500 rft	From 4/4/2023 to 5/4/2023	South Campus
2	Masking Black	4000 rft		
3	Masking White	4000 rft		
4	Stage 30*16*3	1		
5	Ramp Walk 6*8 feet	1		
6	Stalls 8*6	15		
7	Chairs	40		
8	Tables	20		
9	Podium	1		

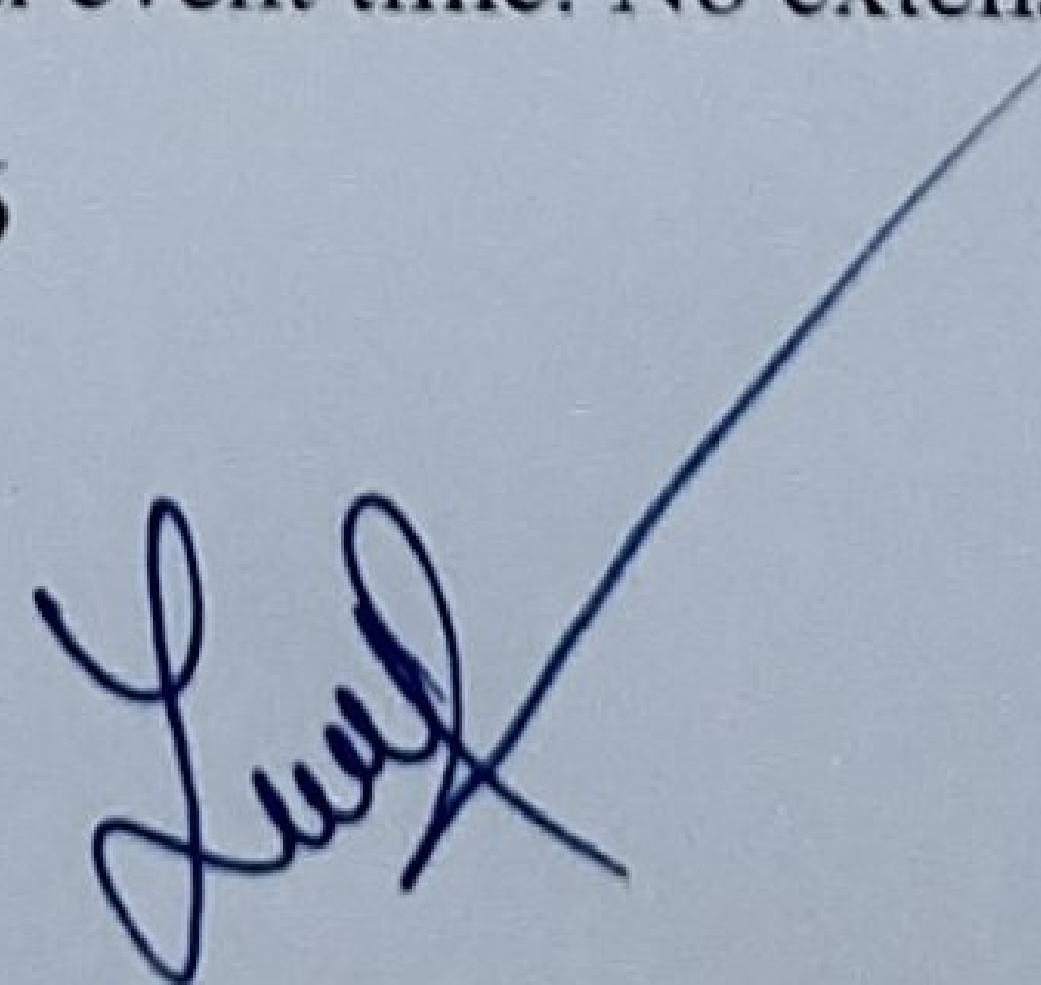
Infrastructure for Gathering 23 with Refreshment					
Sr. No.	Description		Qty	Duration	Venue
1	Circular Light Gate (Decorative)	Width Approx 12-15 Ft Height 8-10 ft	1	4/4/2023 to 9/4/2023	South Campus
2	Carpet	16*4*5	320		
3	Masking	Black White	5000 rft 4000 rft		
4	Masking	Black White	15000 rft 3000 rft	6/4/2023 to 8/4/2023	North Campus
5	Fibre Chairs	Without Hand Rest	200		North Campus
6	Tables	With Frills (6*2)	80		
7	Table Fans	with stands	10		

7	Tables	With Frills (6*2)	80	North Campus
8	Table Fans	with stands	10	
9	Stalls	3 side closed (8*6)	2	
10	Barricades	20 Rft	10	
11	Red Carpet		300 rft	
12	Wooden Stage	Levels (3*6)	16	
13	Umbrella	Big	10	
14	Board	for review	1	

Infrastructure for ANC				
Sr. No.	Specifications	Qty	Duration	Venue
1	Chairs	25	4th April 2023	Main Building
2	Table 4*7 ft approx	5		
3	Umbrella	2		
4	Masking White	White 5000 rft	6th April to 9th April 2023	
5	Masking	Black 4000 rft		

Terms & Conditions for Infrastructure:

1. Please send your quotation in sealed envelope in the Name of **“Vice Chancellor, COEP Technological University.”**
2. Please state taxes and transportation charges separately.
3. The item can be dismantled & taken away by the vendor after the duration mentioned in the requirement list.
4. The institute reserves all the rights to select or reject the offer of the Vendor.
5. No advance will be paid. Payment will be released after successfully completion of said work.
6. Please specify your terms and conditions if any.
8. The rate quoted for above work shall be valid for a period of three months from the date of opening.
9. The rate should be for “F.O.R.” destination.
10. The stores shall be checked at this institute & it will not be liable to pay the charges for rejected material when returned and replaced.
11. The material should be supplied on CREDIT BASIS. The limit for credit will be up to 3 months from the date of quantity invitation.
12. The final bill will be paid on actual work done.
13. The material received to college for events will be inspected for quality and corrections. The material not confirming the quality norms will be rejected. Supplier will have to remove the rejected material at his own cost. No payment will be made for rejected material.
14. Fax and email quotations are not acceptable.
15. COEP Tech University will not be responsible for any damage of items caused due to Natural Calamities (Rain, Wind, Sunlight etc.)
16. All the infrastructure should be setup before the actual event time. No extension shall be given for the same.



If the work is delayed the 5% of penalty shall be charged on total bill.

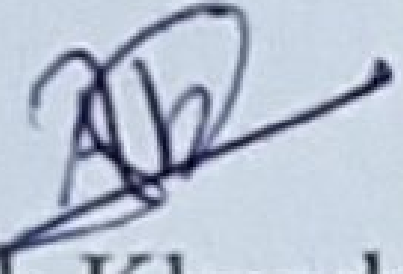
16. Further details of this quotation and the relevant information are available in the Gymkhana office, COEP Tech.

For any query, please contact

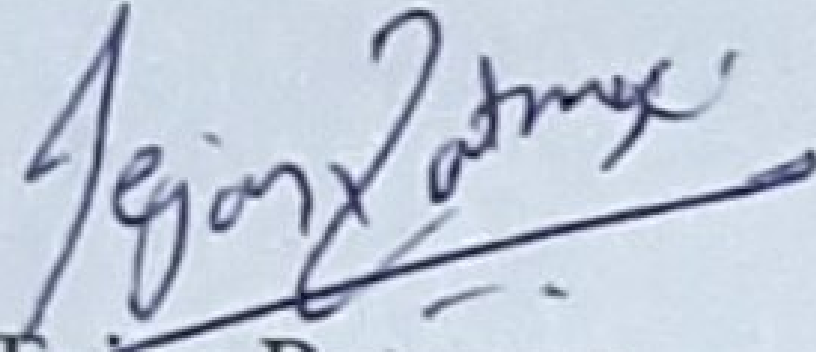
Abhishek Khandale - 9321449789

Tejas Patange - 9511855133

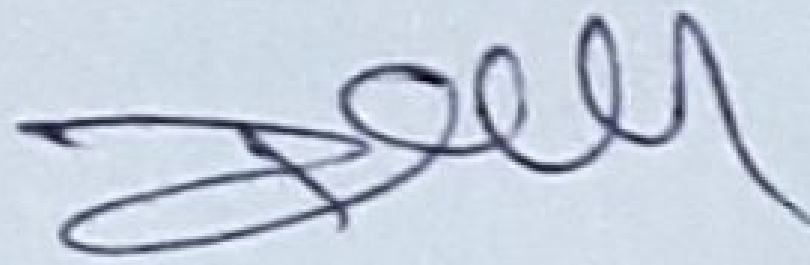
The quotations will be opened on 30/03/2023 at 12.00 p.m. in Gymkhana Office, COEP.



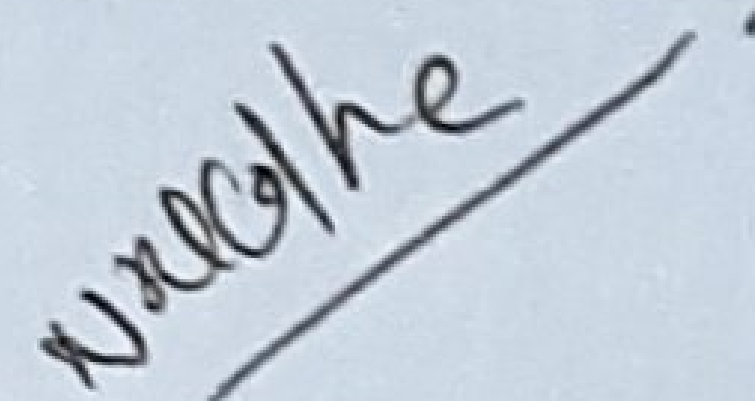
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