



COEP TECHNOLOGICAL UNIVERSITY (COEP TECH)

SHIVAJINAGAR, PUNE- 411005 (MAHARASHTRA) INDIA

(Unitary Public University of Government of Maharashtra)

w.e.f 21st June 2022 (Formerly College of Engineering Pune)

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Ref. No.: COEPTech/FM/Fire Extinguisher Refilling/2024/1531,

Date: 28/05/2024.

Enquiry Letter

To,

M/s. _____

Subject: Refilling of Fire Extinguishers at COEP Technological University Pune.

Dear Sir/ Madam,

You are requested to quote your rates for Refilling of Fire Extinguishers at COEP Technological University Pune with below mentioned terms and conditions on or before **10-06-2024 till 3.00 pm.**

Terms and Conditions:

- The rates shall be valid up to **09-12-2024.**
- Incomplete quotes will be rejected without consideration.
- The applicable GST, freight and any other charges if any must be included.
- The Vive- Chancellor, COEP Technological University Pune reserves the right to accept or reject the quotation at any point of time without any prior notice.
- The quotation shall be submitted in the name of **“The Registrar, COEP Technological University, Shivaji Nagar, Pune-411005”, on or before 10-06-2024 till 3.00 pm.**
- Bill to be submitted in duplicate in the name of **“COEP Technological University, Pune”.**
- The payment will be made after receiving and installation of the Fire Extinguishers at proper places in satisfactory manner. No advance payment will be made.
- Fire Extinguishers are to be refilled at COEP Tech University and Hostel Campus or must be delivered and installed at designated place in COEP Technological University, Pune.
- Written guarantee of two years will be given for free refilling of any defective piece. A sticker to be pasted on each and every Fire Extinguisher showing the next refilling date.
- Quote must be included with GST, transportation, installation and other charges.
- **The task of Refilling of Fire Extinguishers has to be completed within one month after receiving Work Order.**
- All the Fire Extinguishers must be collected from the designated places in the university and again installed at the same places after refilling and pressure testing.

**Registrar,
COEP Technological University Pune.**

Format of Quotation on Letter Head of the Party for Refilling of Empty/ Expired Fire Extinguishers

| Sr. No. | Type of Fire Extinguisher | Quantity (University Campus) | Quantity (Hostel Campus) | Total | Rate of Refilling per Unit (Rs.) | Amount in Rupees | Amount in Rupees including GST |
|----------------|---|-------------------------------------|---------------------------------|----------------|---|-------------------------|---------------------------------------|
| 1 | 2 Kg (ABC) | NIL | 06 NOS | 06 NOS | | | |
| 2 | 5 Kg (ABC) | 75 NOS | 92 NOS | 167 NOS | | | |
| 3 | 6 Kg (ABC) | 48 NOS | 18 NOS | 66 NOS | | | |
| 4 | 9 Kg (ABC) | 10 NOS | 02 NOS | 12 NOS | | | |
| 5 | 10 Kg (ABC) | 06 NOS | 03 NOS | 09 NOS | | | |
| 6 | 5 Kg (CO2) | 04 NOS | NIL | 04 NOS | | | |
| 7 | Total Quantity | 143 NOS | 121 NOS | 264 NOS | - | | |
| 8 | Transportation, Labour and Other Charges | | | | | | |
| 9 | Total Amount in Rupees (Figures) | | | | | | |
| 10 | Total Amount in Rupees including GST (Words) | | | | | | |

Signature:
Name of Vendor:
Address:
Mobile No.:
Email Id:
Date:

Seal