



COEP TECHNOLOGICAL UNIVERSITY

PUNE STARTUP FEST'25

(Flagship Event of E-cell)



Reference No: COEP/PSF'25/STARTUP-KIT /2024-25/

Date: 27th December 2024

Subject: Quotation Invitation for Startup kit Requirements for Pune Startup Fest'25.

Respected Sir/Ma'am,

You are requested to submit your most competitive quotation for the below-mentioned requirements for 'Pune Startup Fest 2025' which be held on 11th & 12th of January 2025. Please submit your quotation as per mentioned terms and conditions **before 03/01/2025 12:00PM.**

The estimated quantities for the items are:

Sr.no	Description	Specifications	Quantity
1	ID Card 1	<ul style="list-style-type: none">PVC hard back Coloured ID cardWith rectangular hole at top for LanyardDimension 99mm x 67 mm (3.88" x 2.63")	370
2	ID Card 2	<ul style="list-style-type: none">PVC hard back Coloured ID CardWith Names and portfoliosWith rectangular hole at top for LanyardDimension 99mm x 67 mm (3.88" x 2.63")	260
3	Pen	<ul style="list-style-type: none">Ball pen of 0.5mm Tip size (with black and white watermark of provided logo)	350
4	Paper bag	<ul style="list-style-type: none">Size 8"x11"x3.8"210 GSMArt card paperColour PrintedFront (Four Colour)	330
5	Name Badges	<ul style="list-style-type: none">70mm*25mm rectangular metal badge (all different engraved)Magnet badge	31
6	Lanyard	<ul style="list-style-type: none">Colour Lanyard (with 2 logos)Nylon material	630
7	Hand Bands	<ul style="list-style-type: none">Paper hand-bands, 130 GSM, 4 ColourSelf-locking	200

Pune StartUp Fest'25, COEP Technological University, Shivajinagar, Pune-411005

secretary.psf@coeptech.ac.in

<https://www.punestartupfest.in/>

Contact: +91 8412045836 / +91 8552011090



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Terms and Conditions:

- 1. Quotations shall be sent in sealed envelopes addressed to “The Vice-Chancellor, COEP Technological University-411 005.”**
2. Quotations should be given on official company letterhead. Fax and Email quotation are not acceptable.
3. Individual item price must be mentioned in the quotation as shown in the above table otherwise the quotation will be rejected.
- 4. GST must be mentioned separately and must be included in Total Price. Only vendors having valid GST number should send quotations.**
- 5. The taxes, freight, packing and forwarding charges if any be quoted in Indian Rupees separately.**
6. All the deliverables that are mentioned for the period of two days (11th and 12^h January 2025) must be completed in all manner before **2:00 pm on 9th January ,2025.**
7. All items must match the specification mentioned in the Table, failing to which penalty will be liable.
8. The actual quantity may increase or decrease by (10-15%) from the quantity mentioned above as per requirement.
- 9. The Vendor Should be ready to provide additional requirements mentioned in the final purchase order.**
10. The rates shall be valid for 90 days. Any difference in the rates in Work Order/ Purchase Order and Final Invoice without any valid reason will be liable for penalty.
11. Delivery address for the quotation is as follows,
To,
Dr. Prakash S. Shinde,
Faculty Advisor,
New Mechanical Building, North campus,
COEP Technological University, Pune.
- 12. Payment will be paid after the satisfactory completion of work. No advance will be paid. Payment will be done within 45 working days after submission of bill.**
13. The Quotation should be inwards at inward section.
14. **Delivery Period and Terms and Conditions** should be mentioned clearly.
15. **Delayed supplies:** The penalty conditions are applicable for late delivery as per norms.

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a) At the rate of 0.5% per week; maximum limit of 10% shall be charged in case of PO value 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 or above.

16. Supply: - Vendor shall be responsible for the successful completion of work. Any defective item will be replaced by the vendor at his cost.

17. The taxes, transportation charges, etc. if any must be mentioned separately.

18. The Vice Chancellor of COEP Technological University reserves the right to accept the quotation or may reject any or all quotations and order any of the items in any quantity without assigning reasons.

19. Quotation will be opened on **3rd January 2025 at 2:00 PM** in New Mechanical Building, COEP Tech, Pune.

20. In case of any queries, Vendor should contact PSF'25 office on the below mentioned numbers:

Mr. Rana Deshmukh - +91 7385842040

Mr. Shubham Dengane - +91 8552011090

-sd

Faculty Advisor

Pune StartUp Fest'25, COEP Technological University, Shivajinagar, Pune-411005

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COMPANY LETTERHEAD

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Additional Charges			
Total without GST			
Total GST			
Total with GST			

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