



COEP TECHNOLOGICAL UNIVERSITY

PUNE STARTUP FEST'25

(Flagship Event of E-cell)



Reference No: COEP/PSF'25/TROPHY /2024-25

19th December, 2024

Subject: Quotation Invitation for Trophy and Memento 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' to be held on 11th & 12th of January 2025 as per mentioned terms and conditions on or before 12 am on 26/12/2024. The estimated quantities for the items are:

Sr. No.	Description	Specifications	Approx. Quantity
1.	Trophies	<ul style="list-style-type: none">Acrylic trophies Size: 5.5" x 11"Thickness: 8 mmEngraved According to design	15
2.	Memento	<ul style="list-style-type: none">Size: 9.25" x 9.25"Wooden BaseSquare Metal FrameThickness 10mmEngraved according to designRefer image 1	30
3.	Medals	<ul style="list-style-type: none">Diameter: 2.5"Premium quality metal medalCustom Printed medal strap.	40

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

secretary.psf@coeptech.ac.in

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

Contact: +91 8412045836 / +91 8552011090



Fig.1 Memento Design Sample

Terms and Conditions:

- 1. Quotations shall be sent in sealed envelopes addressed to “The Vice-Chancellor, COEP Technological University-411 005.”**
- Quotations should be given on official company letterhead. Fax and Email quotation are not acceptable.
- 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.**
- 5. The taxes, freight, packing and forwarding charges if any be quoted in Indian Rupees separately.**
- All the deliverables that are mentioned for the period of two days (11th and 12th January 2025) must be completed in all manner before 2:00 pm on 9th January 2025.
- All items must match the specification mentioned in the Table, failing to which penalty will be liable.
- 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.**
- 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.
- Delivery address for the quotation is as follows,

To,
Dr. Prakash S. Shinde,
Faculty Advisor,
New Mechanical Building, North campus,
COEP Technological University, Pune.



COEP TECHNOLOGICAL UNIVERSITY

PUNE STARTUP FEST'25

(Flagship Event of E-cell)



12. Payment will be paid after the satisfactory completion of work. No advance will be paid.

13. Delayed supplies: The penalty conditions are applicable for late delivery as per norms.

1. 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

2. 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.

14. Delivery Period and Terms and Conditions should be mentioned clearly.

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

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

17. 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.

18. Quotation will be opened on **26nd December 2024 at 2:00 PM** in New Mechanical Building, COEP Tech, Pune.

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

- Mr. Kaivalya Raut - +91 8412045836
- Mr. Rana Deshmukh - +91 7385842040

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

secretary.psf@coeptech.ac.in

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

Contact: +91 8412045836 / +91 8552011090



COEP TECHNOLOGICAL UNIVERSITY

PUNE STARTUP FEST'25

(Flagship Event of E-cell)



COMPANY LETTERHEAD

Sr. No.	Description	Specifications	Approx. Quantity	Rates	Amount
1.	Trophies	<ul style="list-style-type: none">Acrylic trophies Size: 5.5" x 11"Thickness: 8 mmEngraved According to design	15		
2.	Memento	<ul style="list-style-type: none">Size: 9.25" x 9.25"Wooden BaseSquare Metal FrameThickness 10mmEngraved according to design.	30		
3.	Medals	<ul style="list-style-type: none">Diameter: 2.5"Premium quality metal medalCustom Printed medal strap.	40		
	Additional Charges				
				Total Amount without GST	
				Total GST	
				Total Amount with GST	

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

secretary.psf@coeptech.ac.in

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

Contact: +91 8412045836 / +91 8552011090