



COEP TECHNOLOGICAL UNIVERSITY

PUNE STARTUP FEST'25

(Flagship Event of E-cell)



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

1ST January 2025

Subject: Quotation invitation for Merchandise for Pune Startup Fest'25.

Respected Sir/Ma'am,

You are requested to submit your most competitive quotation for the below-mentioned Merchandise requirements for 'Pune Startup Fest 2025' to be held on 11th & 12th of January 2025 as per mentioned terms and conditions.

The estimated quantities for the items are:

Sr. No.	Specification	Quantity
1.	Cotton Polo T-shirts, 250 GSM 2 Black and White Logo on the front. Text and 4 Color multiple logos (A3 size) on the back (2 logos – PSF & SPONSOR)	250

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.**

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

secretary.psf@coeptech.ac.in

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

Contact: +91 7385842040 / +91 8412045836



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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. The quotations should be inwarded to the inward section first.
12. Delivery address for the quotation is as follows,
To,
Dr. Prakash S. Shinde,
Faculty Advisor,
New Mechanical Building, North campus,
COEP Technological University, Pune.
13. **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.**
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.
 - a) At the rate of 0.5% per week; maximum limit of 10% shall be charged in case of WO 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 WO 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 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. The quotation will be opened on **7th January 2025 at 1:00 pm** in New Mechanical Building, COEP Technological University, Pune.

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

Mr. Rana Deshmukh - +91 7385842040

Mr. Kaivalya Raut - +91 8412045836

-sd-
Faculty Advisor
Pune Startup Fest'25

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

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COMPANY LETTERHEAD

Sr. No	Specification	Quantity	Rate	Amount
1.	Cotton Polo T-shirts, 250 GSM 2 Black and White Logo on the front. Text and 4 Color multiple logos (A3 size) on the back (2 logos – PSF & SPONSOR)	250		
Total Amount Without GST				
Total GST				
Total Amount including GST				

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