



**COEP Technological University (COEP TECH)**

बोट क्लबो/जा(वक/सन 2025/ क्र. COEPTECH/BOATCLUB/OUTWARD/2024-25/52

## **ENQUIRY OF e-TENDER**

**For**

# **Supply of Infrastructure Services for 97<sup>th</sup> REGATTA**

**At COEP Technological University, Pune**

Team INFRA 97<sup>th</sup> Regatta

DATE: 05 / 03 /2025

**Cost of document Rs. - ₹3000 Non-Refundable**



## COEP TECH SHIVAJINAGAR, PUNE-411005

Phone: 020-25507204

Email: [boatclub@coeptech.ac.in](mailto:boatclub@coeptech.ac.in)

Reference No:COEPTECH/BOATCLB/OUTWARD/2024-25/52

DATE: 05 -03-2025

### ENQUIRY OF e-TENDER

#### **Name of the Work:**

COEP Technological University (COEP TECH) invites e-tender for providing infrastructure services for 97<sup>th</sup> Regatta as per the **Part 1: Technical Bid** and **Part 2: Commercial Bid in the prescribed Bid forms.**

Sealed bids are invited for providing infrastructure services for 97<sup>th</sup> Regatta at COEP Technological University (COEP TECH) from reputed/experienced organizations who have successfully carried out similar work in the past as mentioned in **Part 1: Technical Bid: Annexure-I.**

To view the detailed tender notice, detailed time schedule, pre-qualification criteria for this e-tender & subsequently to download the pre-qualification document kindly visit COEP Technological University (COEP TECH) web site : <https://www.coeptech.ac.in/>

The sealed envelope should be submitted at the following Address:

BOAT CLUB , COEP Technological University, College of Engineering Pune Campus, Wellesley Road, Shivajinagar, Pune-411 005, Maharashtra, India.

Sr. No.	Tender No & Date	Reference No: COEPTECH/BOATCLUB/OUTWARD/2024-25/52 DATE:05 -03-2025
1.	Issue of Tender Forms	From 05-03-2025 to 11 -03-2025
2.	Last Date of submission of Tenders	11-03-2025 by 11:00 Hours
3.	Opening of Tenders	11-03-2025 at 12:00 Hours
4.	Tender Fees	Rs 3000 Non-Refundable
5.	Correspondence Address	Boat Club Office, COEP TECH, Shivajinagar, Pune 411005

**1. Eligibility Criteria:**

- 1.1 Bidder must have at least one year experience in similar kind of work. The Bidder must have executed at least three work order of not less than Rs. 3,00,000/- during any of the previous years.
- 1.2 Vendor shall quote for all the items for the tender. Incomplete tenders shall be rejected.
- 1.3 GST must be stated separately.
- 1.4 Bids received after last date of bid submission will be rejected.
- 1.5 Material should be delivered at the university campus without any extra charges.
- 1.6 Vendor should visit the site before submitting the bid.
- 1.7 All the deliverables that are mentioned for period of two days that is 15<sup>th</sup> and 16<sup>th</sup> of March must be delivered and made on 12<sup>th</sup> march of 2025 and work should at least start from 12<sup>th</sup> march of 2025.
- 1.8 If, in case any immediate demand is created for any of the deliverable, and it would be sole responsibility of the vendor to provide same as soon as possible and it is to be delivered at the same cost as mentioned in the quotation and no extra charges would be applicable.
- 1.9 The vendor would be solely responsible for the safety of the workers and labors and COEP Technological University (COEP TECH) would not be held responsible in case of any accident and misfortune.
- 1.10 The detailed terms and conditions will be provided along with the work order and need to be followed strictly.
- 1.11 The university reserves the rights to cancel the tender without any reason thereof.
- 1.12 The university reserves the rights to cancel any of the item of tender without any reason thereof.
- 1.13 The university reserves the rights to accept or reject any or all the bids.

**Pre-Qualification / Eligibility Criteria details:**

Sr. No.	Pre-Qualification Criteria	Supporting Documents to be enclosed with the Bid.
1.	Bidder should be registered in India under Appropriate Authority	Certificate
3.	Bidder must be reputed/experienced in the relevant field of providing infrastructure services	GST/CST registration Certificate Copies/ Certificates of relevant work-order(s)
4.	Bidder should have duly filed Income Tax Returns, Service Tax, and other applicable Govt./Statutory body Taxes.	Relevant Documents
5.	Prime bidder including the consortium members shall not be under a declaration of ineligibility for corrupt or fraudulent practices or blacklisted with any of the Government agencies.	Self-Certification

Seal and signature of Manager / Representative of the firm  
On behalf of the firm submitting Tender

Telephone.....  
 Mobile.....  
 Fax.....  
 Mail .....  
 Contact Person Name and Designation: .....

## 2. **Bidding Process:**

The Bid / Tender document will be in two-cover system - Technical Bid (Part 1) and Commercial Bid (Part 2).

**Part 1: Technical Bid - To be submitted in separate sealed cover, this should include-** detailed profile of the agency/organization, eligibility for selection, tender terms & conditions, etc. This should include **Annexure-I**, and documents in support of **Experience, list of similar work, client list, pre-qualification/eligibility Criteria, Appendix –A** etc.

**Part 2: Commercial Bid -** As per the tender, commercial bid should be indicated in Indian rupees in figures as well as words. The final offer given by the bidder shall be with respect to the complete cost of the project.

## 3. **Submission of Tender Documents:**

Download the e-tender document from the website <https://www.coeptech.ac.in/> for the submission of bids and getting known to the procedure of tender opening.

Offers not submitted within time will not be entertained.

If for any reason, any interested bidders fail to submit the bid within time period as mentioned in the tender, **COEP Technological University (COEP TECH)** shall not be responsible and any grievance regarding that shall not be entertained.

**Instruction for submitting bids is given below:**

## 4. **Part 1: Technical Bid** – in prescribed format sealed and duly signed.

**Part1:** shall contain the following:

1. A covering letter in the format enclosed and **Annexure-I**.
2. Details of bidder's experience and capabilities in the format (**Appendix –A**) Balance sheets / audited accounts for previous year.

**Part 2: Commercial Bid** - Bidder shall submit their prices only in prescribed format. Price quoted elsewhere shall be liable to rejection.

## 5. **Acceptance of Tender conditions:**

Sealed bids of Part 1 & 2 must be submitted on or before the last date for submission of tender.

- 5.1 The last date for submission of tender document is 11- 03-2025 before 11:00 hrs.
- 5.2 The Part 1 (Technical Bid) will be opened on 11-03-2025 at 12:00 hrs.at **COEP Technological University (COEP TECH) Boat Club office** in presence of the bidders' representatives who wish to attend. In the event of any change in the date of opening, corrigendum the same will be intimated on website <https://www.coeptech.ac.in/>
- 5.3 Part 2 (Commercial Bid) will be opened only after the technical evaluation of tenders and only eligible and technically qualified bidders will be invited for commercial bid opening at the same venue in presence of the bidders' representatives who wish to attend. The date of opening of commercial bid will be intimated to only eligible and technically qualified bidders. In the event of any change in the date of opening, the same will be intimated to all.

6. The university reserves the right to accept or reject any or all bids.

7. The university reserves the right to accept or reject any bids and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder.

8. Incomplete tenders will be rejected without consideration.
9. The materials should be delivered (**on rental basis**) at the university campus **without** any extra charges.  
If in case any **immediate demand is created** for any deliverable it would be the sole responsibility of the vendor to provide the same as soon as possible and it is to be delivered at the same cost as mentioned in the quotations and **no extra charges to be applied** for the same.
10. Also, in case of any curtailment of the given specification of the deliverable the charges of the curtailment would be accordingly deducted.
11. The **vendor is solely responsible for the safety of the workers and labors** and **COEP Technological University (COEP TECH)** would **not be held responsible** in any accidents and misfortunes.
12. **Payment Terms & Conditions:**
  - 12.1 **Payment: 100%** payment shall be made at the earliest after successful completion of the work. No advance payment will be given. The work will be evaluated by the university Authorities. Failing to meet the demand the final payment would be deducted accordingly.
  - 12.2 The **GST** must be **stated separately** (as per applicable).
  - 12.3 **All interested vendors** must possess a valid **PAN** card number and a **GST number**.
  - 12.4 **GST** amount will be only provided for the deliverables that come under the **GST** rule and not for all the deliverables. Also, a valid **GST number** and **certificate** must be produced, failing to do this would lead to **no payment of the GST amount**.
13. The vendors shall have to quote for all the items of the Tender. Part Tenders/incomplete Tenders shall be summarily rejected.
14. Offers in bid should be written in English and price should be written in both figures and words.
15. The relevant supporting document(s) should be enclosed along with the offer.
16. Bid(s) received after last date of bid submission will be **rejected**.
17. No bid will be entertained by E-mail / FAX.
18. The COEP Technological University (COEP TECH) reserves the rights to cancel the tender without any reason thereof and tender fee will not be refunded.
19. The COEP Technological University (COEP TECH) reserves the rights to split the work order.
20. The COEP Technological University (COEP TECH) reserves the rights to cancel any of the items of tender without any reason thereof.
21. The COEP Technological University (COEP TECH) reserves the rights to decide the quantity of any of the items of tender for finalizing the work order without any reason.
22. The COEP Technological University (COEP TECH) reserves the right to cancel work order, before or after the delivery of material, before making payments without giving any reasons thereof.
23. COEP Technological University (COEP TECH) reserves the right to cancel the order due to any natural disaster.

IN case of any queries you can visit Boat Club Office(COEP TECH) or contact the following personnel, (TIME-4 to 6 pm)

Shubham Yelmame: 8767985475

Sarthak Vikhe: 8010274521

**Appendix –A (To be filled up by the bidder)**

**Following details required for all bidders**

Sr. No.	Name & Full Address of the firm:	Necessary Documents
1.	Registered Office with Address (Copy of registration certificate of firm may be enclosed)	
2.	GST No.	
3.	Pan No.	
4.	Any three previous work order details in the relevant field of supply of infrastructure Services	
5.	Have you duly filed Income Tax Returns, Service Tax and other applicable Taxes? Submit the relevant documents.	
6.	Have you been blacklisted by any government authority in India? If so, then you will not be eligible. Submit Self-Certification stating you are not blacklisted in the past.	

Seal and signature of Manager /Representative of the firm on behalf of the firm submitting Tender.

Telephone.....

.....

Mobile.....

.....

Fax.....

.....

Mail.....

Contact Person Name.....

Contact Person Designation.....

**Part 1: Technical Bid:**

Supply of Infrastructure Services for **97<sup>th</sup> Regatta** at COEP TECH Pune  
FORMAT & REQUIREMENTS

1. Tender Ref. No: .....
2. Name of Tenderer: .....
3. Complete office address of Tenderer.....
4. Contact details of authorized person of tenderer who have signed the tender.
  - a. Name.....
  - b. Designation.....
  - c. Phone (Office).....
  - d. Phone (Mobile).....
  - e. E mail.....
5. Due date & Time of submission of bid: .....
6. Submission of Technical confirmation to the requirement.
7. Higher Technical specification may be considered subject to competitive price offer.
8. Documents to be enclosed with the technical bid are as under:
  - a. Duly signed & stamped Tender documents (All pages) as a mark of your acceptance.
  - b. Details of latest Three customer/clients to whom similar works (providing infrastructure services) were made should be submitted in the following format:

-

Sr. No.	Client Detail
1.	
2.	
3.	

- c. Supporting information with respect to the technical data, booklets of inquiry. Any service manual brief, test certificates if any may be enclosed.
- d. Copies of PAN, VAT/ TIN, GST duly Signed & Stamped.

Signature of the tenderer with stamp

**Annexure- I****Format of Quotation for providing infrastructure services for 97<sup>th</sup> Regatta at  
COEP Technological University (COEP TECH)**

<b>Sr.No</b>	<b>Item Details</b>	<b>Unit</b>	<b>Qty</b>	<b>Dimensions</b>	<b>Total Measurements</b>
1	Erecting stage (Approximate height 25') having solid steel structural support and 3' high barricading covered by nawar strips and back sidewhite curtain above stage level (height 12') with staircase having 8' width and ramp for physically disabled guests with side railings. open scaffoldings to be covered with red carpet and white masking from all sides. Podium of height 2 feet. (Block A)	Sq. ft	1	20*27	540
2	Erecting steps gallery adjacent to main stage (Block A) (1.5' rise and 2' tread) having solid steel structural support with appropriate accessories and staircase having 4' width. open scaffoldings areto be covered with red carpet and white masking from all sides. Having 12 steps each of width 2'.(Block B)	Sq. ft	1	50*29	1450
3	Erecting stage (Approximate height 5') having solid steel structural support and 3' high barricading covered by nawar strips and back sidecovered with white curtain (height 10') with staircase having 4' width . open scaffoldings are to be covered with red carpet and masking from all sides. Podium of height 2 feet. Situated behind Block B. (Block C)	Sq. ft	1	30*14	420
4	Erecting stage with two platforms with front platform above ramp (approximately height 12') and second back platform at 3'high with having 3' high barricading covered by nawar strips and back side covered with white curtain (height 12') and upper head portion also covered with white cloth curtainwith staircase having 4' width. open scaffoldings are to be covered with red carpet and white masking from all sides. Podium of height 1.5 feet.(Block D)	Sq. ft	1	32*16	512



5	Erecting steps gallery above existing ground (1.5' rise and 2' tread) having solid steel structural support with appropriate accessories and staircase having 4' width. open scaffoldings are to be covered with red carpet and masking from all sides. Having 14 steps each of width 2'. (Block E1)	Sq. ft	1	45*73	3285
6	Erecting steps gallery above existing ground adjacent to Block E1 (1.5' rise and 2' tread) having solid steel structural support with appropriate accessories and staircase having 4' width. open scaffoldings are to be covered with red carpet and masking from all sides. Having 12 steps each of width 2'. (Block E2)	Sq. ft	1	40*60	2400
7	Erecting steps gallery above existing ground adjacent to Block D (1.5' rise and 2' tread) having solid steel structural support with appropriate accessories and staircase having 4' width. open scaffoldings are to be covered with red carpet and white masking from all sides.(Block F)	Sq. ft	1	33*17	561
8	Providing and erecting screen (Approximate height 10') with white cloth and all appropriate accessories and necessary scaffolding. (For LED Screen)	Sq. Ft	2	10*12	240
9	Providing and erecting entrance arch (Approximate height 15' and width 20') with white cloth and all appropriate accessories and necessary scaffolding	---	3	-	3

10	Providing and erecting 8' white cloth curtain with all appropriate accessories and necessary scaffolding	R. ft.	1	5500	5500
11	Providing and erecting stage (Approximate height 4') with all appropriate accessories and necessary scaffolding. (Filler show)	Sq. Ft.	1	10*12	120
12	Providing fiber chair with cushion		350	-	350
13	Providing table		40	-	40
14	Providing round table		6		6
15	Providing on both sides of ramp (Approximate height 4') having high barricading covered by nawar stripes completely	R. ft.	1	L: 50' R: 38'	-
16	Red Carpet	Sq. ft.	--	2500	2500
17	Providing with mandap at refreshment arena	Sq. ft.	--	20*20	400

**Part 2: Commercial Bid**

Providing infrastructure services for 97<sup>th</sup> Regatta at COEP Technological University (COEP TECH)

**1) Part 2: Commercial Bid**

**FORMAT & REQUIREMENTS**

Tender Ref. No.: .....

Name of the Tenderer/Bidder: .....

The offer with rates for the schedule of requirements of items, as elaborated under, to be submitted. Adhering to the format given below is a pre-requisite for considering your quotations:

However, quantity may increase/ decrease.

The format of commercial offer is as below:

Sr.No	Item Details	Unit	Qty	Dimensions	Rate per unit in Rs (exclusive of all taxes)	Total Amount in Rs(exclusive of all taxes)
1	Erecting stage (Approximate height 25') having solid steel structural support and 3' high barricading covered by nawar strips and back sidewhite curtain above stage level (height 12') with staircase having 8' width and ramp for physically disabled guests with side railings. open scaffoldings to be covered with red carpet and white masking from all sides. Podium of height 2 feet. (Block A)	Sq. ft	1	20*27		
2	Erecting steps gallery adjacent to main stage (Block A) (1.5' rise and 2' tread) having solid steel structural support with appropriate accessories and staircase having 4' width. open scaffoldings areto be covered with red carpet and white masking from all sides. Having 12 steps each of width 2'.(Block B)	Sq. ft	1	50*29		

3	Erecting stage (Approximate height 5') having solid steel structural support and 3' high barricading covered by nawar strips and back sidecovered with white curtain (height 10') with staircase having 4' width . open scaffoldings are to be covered with red carpet and masking from all sides. Podium of height 2 feet. Situated behind Block B. (Block C)	Sq. ft	1	30*14		
4	Erecting stage with two platforms with front platform above ramp (approximately height 12') and second back platform at 3'high with having 3' high barricading covered by nawar strips and back side covered with white curtain (height 12') and upper head portion also covered with white cloth curtainwith staircase having 4' width. open scaffoldings are to be covered with red carpet and white masking from all sides. Podium of height 1.5 feet.(Block D)	Sq. ft	1	32*16		
5	Erecting steps gallery above existing ground (1.5' rise and 2' tread) having solid steel structural support with appropriate accessories and staircase having 4' width. open scaffoldings areto be covered with red carpet and masking from all sides. Having 14 steps each of width 2'. (Block E1)	Sq. ft	1	73*45		
6	Erecting steps gallery above existing ground adjacent to Block E1 (1.5' rise and 2' tread) having solid steel structural support with appropriate accessories and staircase having 4' width. open scaffoldings areto be covered with red carpet and masking from all sides. Having 12 steps each of width 2'. (Block E2)	Sq. ft	1	60*40		
7	Erecting steps gallery above existing ground (1.5' rise and 2' tread) having solid steel structural support with appropriate accessories and staircase having 4' width. open scaffoldings areto be covered with red carpet and white masking from all sides. (Block F)	Sq. ft	1	33*17		

8	Providing and erecting screen (Approximate height 10') with white cloth and all appropriate accessories and necessary scaffolding. (For LED Screen)	Sq. Ft	2	10*12		
9	Providing and erecting entrance arch (Approximate height 15' and width 20') with white cloth and all appropriate accessories and necessary scaffolding	---	3	-		
10	Providing and erecting 8' white cloth curtain with all appropriate accessories and necessary scaffolding	R. ft.	1	5500		
11	Providing and erecting stage (Approximate height 4') with all appropriate accessories and necessary scaffolding. (Filler show)	Sq. Ft.	1	10*12		
12	Providing fiber chair with cushion		350	-		
13	Providing table		40	-		
14	Providing round table		6			
15	Providing on both sides of ramp (Approximate height 4') having high barricading covered by nawar stripes completely	R. ft.	1	L: 50' R: 38'		
16	Red Carpet	Sq. ft.	--	2500		
17	Providing with mandap at refreshment arena	Sq. ft.	--	20*20		

Total Amount in Rupees (Exclusive of GST)	
GST %	
Total Amount in Rupees (Inclusive of GST)	

Sd/-

**Vice Chancellor**

**COEP Technological University (COEPTECH)**

\*Enclosed are the **photographs** of previous years **infrastructure**, Bidder needs to consider this as the **guideline** for the work proposed.



Main stage (Block A)



Block(B)



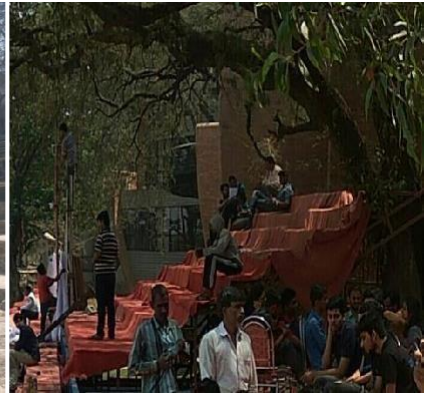
Block(C)



Block(D)



Block(E1 and E2)



Block(F)



**E2 BLOCK**



**E1 BLOCK**



**D BLOCK**



**B BLOCK**



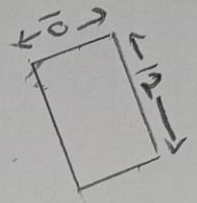
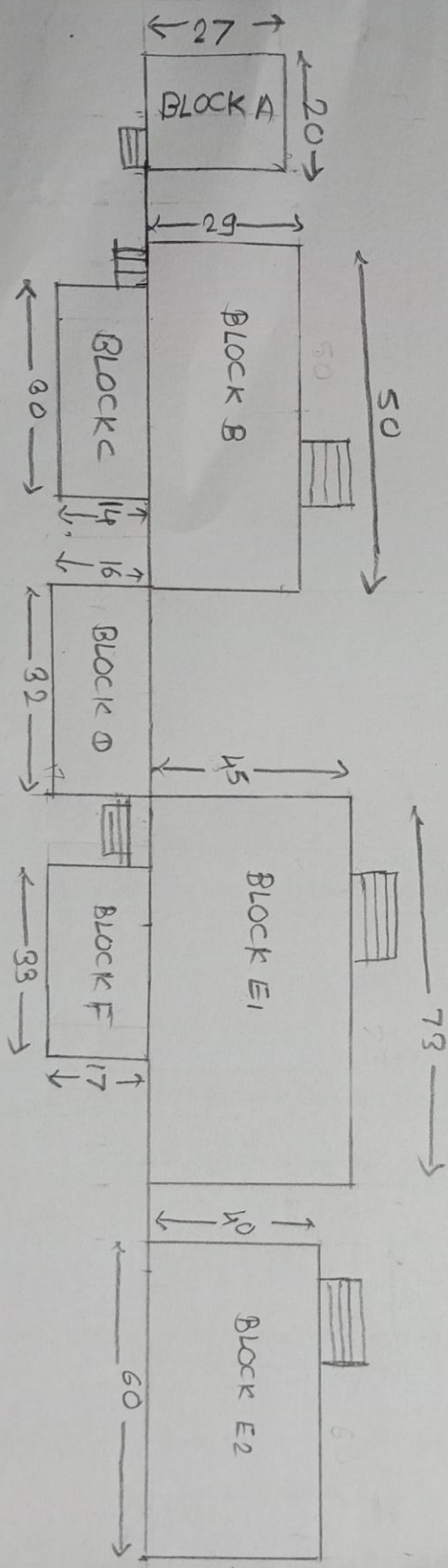
**A BLOCK(MAIN STAGE)**



**C BLOCK**

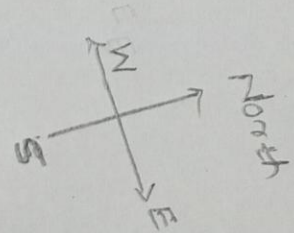
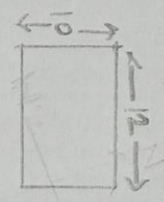






River

SEATING  
ARRANGEMENT



[Covering letter to submitted by the bidder]

To,  
The Vice Chancellor,  
COEP Technological University (COEP TECH)  
Shivajinagar, Pune -411005,

Sub: Tender for Supply of Infrastructure Services for **97<sup>th</sup> Regatta** at COEP Technological University (COEP TECH)

Sir,

I have carefully gone through the tender document regarding the prequalification of agencies/ vendors for supply of infrastructure services for **97<sup>th</sup> Regatta** at COEP Technological University (COEPTECH)

I shall be bidding in this tender as the sole representative of my company. I hereby declare that,

1. All the information related to my company, customer base, projects, financial details, data sheet of the products offered etc., provided in my offer is true and without any alteration /Modification.
2. All the provisions of this tender document are acceptable to my company. No violation of the terms and conditions as mentioned in the tender document has been made.
3. I declare that my company or any member of the company has not been debarred / blacklisted by any Government / Semi –Government organizations in India.
4. I certify that the period of validity of bid is 120 (one hundred and twenty) days from the last date of submission of proposal I further certify that I am authorized signatory of my company, and I am, therefore competent to make this declaration.

Yours faithfully,

(Signature of the bidder)

Seal and signature of Manager  
/Representative of the company/firm  
On behalf of the company/  
Firm submitting tender.

Telephone: ..... Mobile: .....  
Fax: ..... Mail: .....  
Contact Person Name:.....  
Contact Person Designation:.....

## Self-Declaration

I, \_\_\_\_\_, the owner of \_\_\_\_\_  
\_\_\_\_\_ Agency. I am providing infrastructure services and events since  
Last \_\_\_\_\_ years. I, hereby declare that I have not been under a  
declaration of ineligibility. For corrupt or fraudulent services. I am not  
blacklisted by any of the government or private Agencies. I, hereby  
declare the information given above and in the enclosed Documents is  
true to the best of my knowledge and belief and nothing has been  
Concealed therein.

**DATE:**

**PLACE:**

Seal and signature  
of bidder

**List of Documents attached by the Bidder.**