



THE KERALA STATE HOMOEOPATHIC CO-OPERATIVE PHARMACY

Ltd.(HOMCO) Reg.NO. T- 432, PATHIRAPPALLY P.O., 688 521,

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HOMCO/QT-13/2025-26

Date-21/05/2025

QUOTATION NOTICE

Annual Maintenance Contract Of Split Air Conditioners And Air Handling Units

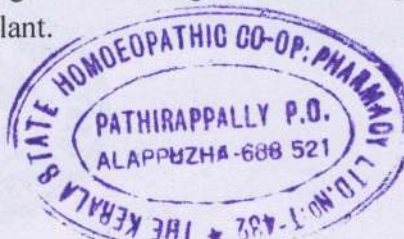
Quotations are invited for the following works from registered /experienced agencies or Contractors for maintenance work of various split air conditioners 25 Nos. of various capacities which installed in various sections of HOMCO Pharmacy Pathirappally and Air Handling units – 2Nos installed in Bonded Manufacturing building.

Participants who involved in quotations should indicate “Quotation for Annual Maintenance Contract of Split Air Conditioners and Air Handling Units” on the envelope of quotation.

Sl No.	Item	QTY	AMC period
1	Split air conditioners (1 Ton,1.5 Ton,2 Ton) Make: Voltas, Godrej, Blue star, Lloyd	25 Nos. (1 Ton-15 no,1.5 Ton-4 no,2 Ton-6 Nos.)	1 year
2	Air Handling Units with outdoor condensing units	Total 2 units (11Ton & 16 Ton -1 Nos. each)	1 year

Conditions of Annual Maintenance Contract:

1. AMC agreement should be signed in a non Judicial stamp paper worth RS 200/-
2. Validity of AMC should be 1 year from the date of signed agreement
3. 50% of the contract amount will be paid as advance .40% amount will be paid after six months from the date of agreement and balance 10 % of the contract amount will be released after completion of the AMC Period
4. **Preventive Maintenance of Split AC should include the following services.**
 - ❖ Inspecting the plant / system and carry out preventive maintenance as per standard practice
 - ❖ Attending of any break down calls and inspect and rectify the faults.
 - ❖ Checking the refrigeration system, motor and starters for performance and ensuring healthy condition of plant.
 - ❖ Taking set of readings and evaluating the same to ensure satisfactory performance of the plant.



- ❖ Checking the refrigeration control system for operation and adjusting the settings if necessary.
- ❖ Lubricating the bearings of motors pumps and fans as and when required.
- ❖ Checking the functioning of compressor and its accessories.
- ❖ Annual checking of compressor oil.
- ❖ Checking of the microprocessor controller for its proper functioning.
- ❖ Vibration analysis of fan motors, compressors, inspection of electrical components for loose contacts.
- ❖ Servicing, calibration of thermostats, digital relay boards, micro-processors etc.
- ❖ Reporting the healthiness of the plant and suggesting improvements if any.

5. Preventive Maintenance of AHU & Outdoor condensing units should Include following procedures,

- ❖ Clean or renew air filters as necessary.
- ❖ Thoroughly clean condensate and condenser tray-rectify any leaks.
- ❖ Clean and flush condensate drain.
- ❖ Clean entire units, especially fresh air and condenser intake, coils, etc.
- ❖ Check for corrosion and rectify by touch-up and report on condition.
- ❖ Inspect condenser exhaust for damage, corrosion and loose fastenings, rectify and report on condition.
- ❖ Check for damage, and loose fastenings, rectify and report on condition.
- ❖ Inspect and damper and adjust as necessary.
- ❖ Lubricate motor and fan bearings.
- ❖ Check for refrigerant leaks.
- ❖ Check operation of refrigerant change-over valve for correct functioning.
- ❖ Check electrical connections and controls.
- ❖ Check and ensure weather seal is efficient.
- ❖ Ensure unit operates correctly on both cooling and heating cycles as applicable, without rattles or vibration
- ❖ Check temperature differential and controls.
- ❖ Inspecting the plant / system and carry out preventive maintenance as per standard practice four times a year.
- ❖ Check cooling coils for leaks and tightness to joints to prevent leakage. Remake joints if required.
- ❖ Maintain coils clean and free from fluff, dirt, etc.
- ❖ Check and clean condensation drain and trays. Inspect for corrosion and if necessary, paint with tar epoxy paint.
- ❖ Check condition of access doors/panels, seals, hinges, handles. Rectify as necessary and ensure no air leaks.
- ❖ Inspect flexible joints for air leaks and repair or replace as necessary.
- ❖ Tighten nuts, grub screws, bearing fixing devices to ensure bearings are tight on shaft and housings securely attached to equipment.
- ❖ Check all valves for leaks and correct operation. Repair and adjust as necessary.
- ❖ Ensure unit operates correctly without rattles, vibration or obvious faults.
- ❖ Re clamp any failed lights.



- ❖ Tighten nuts, grub screws, bearing fixing devices to ensure bearings are tight on shaft and housings securely attached to equipment.
 - ❖ Inspect motor terminal boxes for loose connections and overheating. Renew or rectify burnt wiring and tighten connections.
 - ❖ Check fan intakes, screens and intake duct work.
 - ❖ Check motor full load amps against name plate rating and record. Check between phases.
 - ❖ Check condition of access doors/panels, seals, hinges, handles. Rectify as necessary and ensure no air leaks.
 - ❖ Service all dampers and ensure that all blades are free and working correctly.
 - ❖ Check for corrosion-rectify by touch-up and report on condition.
 - ❖ Check insulation and repair as necessary.
 - ❖ Comb coil fins to ensure proper flow air flow if necessary.
 - ❖ If coils have become clogged with foreign matter which is difficult to remove, disconnect coil if necessary and clean chemically or with high pressure spray
 - ❖ Complete on-site log-book, mark inspection date and report any defects.
 - ❖ Inspect belts and pulley tensions of fan motor, motor bearings for vibrations, noise, overheating and lubrication, Flexible joints for air leaks, all dampers, motor terminal boxes and full load
 - ❖ Inspect for contamination of frost coil, Evaporator and cooling coil, oil level of compressor, Filter, attenuator, air mixing box, Electrical heater, Control valve, Actuator, Temperature sensor, Humidity sensor, Safety switches, Refrigerant system and pressure sensors
6. Contractor should attend complaints at onsite and should attend breakdown calls within 12 hrs.
 7. All damaged parts should replace with same brand
 8. Regular maintenance of Split AC and AHU should be 6 times in one year (contract period)
 9. Total Quotation amount should include tax and other expenses

Interested agencies /contractors are requested to submit their lowest quotation for executing the work before **30.05.2025 3 pm** at the office of the under signed. Late quotations will not be accepted .The quotation will be opened at **3.30 pm on 30.05.2025** in the presence of such of Quotationers or their authorised representatives who may be present at that time .The interested agencies will be permitted to visit the site with prior intimation before submitting the quotation.

Sd/-

Managing Director

Contact email id: homcokerala@gmail.com, electricalhomco@gmail.com

Website: homcokerala.com

Date : 21.05.2025



[Handwritten signatures and initials in blue ink]