



Kerala State Homoeopathic Co-Operative Pharmacy Ltd.

(sponsored by government of Kerala & aided by govt. of India)

Office: Pathirappally
Alappuzha, India
Pin-688 521

Phone : 477 2258012
: 477 2258665
Fax : 0477 2258012

Website : www.homcokerala.com

Email : homcokerala@gmail.com

Supplier's Copy

USER REQUIREMENT SPECIFICATION

Name of the Company	:	
Contact Person	:	
Address	:	
Contact Details	:	
Department	:	Microbiology – First Floor
Equipment and Code No.	:	Biosafety cabinet and Horizontal LAF
Scope	:	Supply, Installation and commission / Qualification of Biosafety cabinet and Horizontal LAF including all aids & accessories required to install, at site of M/s. HOMCO –Kerala.
Ref. No.	:	
Date	:	
Enclosures	:	
Qty.	:	Bio safety cabinet – 1 no Laminar Air flow unit – 2 no's

Approved the URS by

Reji Abraham

Date: 07/01/2026



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ANNEXURE - I : BASIC DETAILS OF THE MACHINE

BIO SAFETY CABINET

DESCRIPTION	
(To be specified by the supplier, if any variation)	
Biosafety cabinet :	
Machine	: Biosafety cabinet
MOC	: External SS304 & Internal SS316
Work Table	: Single piece SS working table which can be easily removable for easy cleaning
Type	: Horizontal / GMP / CLASS II A2*
Gas entry ports	: Multiple side-entry for Gas knobs
Glass	: 6 mm Tempered Sliding Glass Door with counter-weight arrangement
Filtration	: Intermediate pre filter 10 micron or lesser grade
	: H14 - HEPA Filter (99.999% down to 0.3 micron H14)
Controller	: Microprocessor based controller
UV light	: UV light with timer need to be provided
Performance	: Optimal performance of air velocity, air flow and uniformity through dynamic balanced blower/motor
Display	: Display should show sash status. Air pressure, Air velocity down flow & up flow, UV light status, UV burning hours, HEPA filter status.
Alarm	: Audio & visual alarms for air flow, pressure and sash height.
DP monitoring	: Digital Pressure monitor gauge or indicator need to be provided
Door Interlock	: Door inter lock as per the operation need to be provided.



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Overall Dimensions (In mm)	:	External : 2200 x 1330 x 800 mm (W x D x H) Internal : 610 x 1220 x 610 mm (W x D x H) *
Air Cleanliness	:	ISO Class 5 (ISO 14644)*
Auto start after recovery of power as per set parameters.		
LED light need to be provided.		
Lockable PU wheel need to be provided.		

* To be specified and confirm by the supplier as per their equipment design and requirement

LAMINAR AIR FLOW UNIT

DESCRIPTION

(To be specified by the supplier, if any variation)

Horizontal Laminar Air flow unit :

Machine	:	Laminar Air flow unit
MOC	:	External SS304 & Internal SS304
Type	:	Horizontal / GMP *
Gas entry ports	:	Multiple side-entry for Gas knobs
Filtration	:	Intermediate pre filter 10 micron or lesser grade
	:	H14 - HEPA Filter (99.999% down to 0.3 micron H14)
Controller	:	Microprocessor based controller
UV light	:	UV light with timer need to be provided
Performance	:	Optimal performance of air velocity, air flow and uniformity through dynamic balanced blower/motor
Display	:	Display should show sash status. Air pressure, UV light status, UV burning hours, HEPA filter status.
Alarm	:	Audio & visual alarms for air flow, pressure and sash height.



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DP monitoring	:	Digital Pressure monitor gauge or indicator need to be provided
Overall Dimensions (In mm)	:	External : 2200 x 1330 x 870 mm (W x D x H) Internal : 610 x 1220 x 610 mm (W x D x H) *
Air Cleanliness	:	ISO Class 5 (ISO 14644)*
Glass Door	:	6 mm Tempered Sliding Glass Door with counter-weight arrangement The Glass door is provided with a Single lever Mechanism.

Auto start after recovery of power as per set parameters.

LED light need to be provided.

Lockable PU wheel need to be provided.

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ANNEXURE - II : CGMP FEATURES

DESCRIPTION	
(To be specified by the supplier, if any variation)	
SS sheet thickness	16 swg*
Working Area Environment	: Temperature : $22 \pm 2^{\circ}\text{C}$: Relative Humidity : $65 \pm 5\%$
Air Cleanliness	: ISO Class 5 (ISO 14644) *
Air Velocities	: $0.45 \pm 0.05\text{mps}$ @ 6 inch below HEPA terminal*
Noise level	: Less than 75dB *
The equipment should be smooth finished without any sharp edges and crevices. PQ test of Bio safety cabinet and laminar air flow unit done as per following cycle	
<ul style="list-style-type: none">➤ Air velocity➤ Filter integrity➤ Particle count➤ Recovery test➤ Air flow pattern test.	

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DESCRIPTION

(To be specified by the supplier, if any variation)

Miscellaneous :

- ❖ Wiring between Panel and the Machine should be in the Scope of Vendor. The exact measurements shall be taken by visiting the site. *
- ❖ The Incomer to the Operating Panel shall be provided by HOMCO, however any Cable Trays or SS 304 Conduits required for the same shall be provided by the Vendor. *
- ❖ Cable routing from Operating Panel to the Machine shall be done as per cGMP i.e. routing through Cable Trays outside Clean Room Areas and SS 304 Conduits inside Clean Room Areas. *
- ❖ All the Component Makes should match the Approved Makes list provided. *
- ❖ Any deviation from this should be documented and communicated to HOMCO. *
- ❖ All Calibration Certificates are to be produced during Installation of Machine, without which the Installation is deemed incomplete. All the Certificates should be Traceable to National / International Standards. *
- ❖ The Validity of Calibration shall be minimum 9 months and maximum 12 months from the date of Installation. *
- ❖ All the Signal Cables should be shielded to avoid interference. *
- ❖ Complete Earthing of Equipment. *
- ❖ Complete covering of Electrical Cables and Other Connections. *
- ❖ Warranty shall be 1 year from the date of commissioning.

* To be specified and confirm by the supplier as per their equipment design and requirement



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ANNEXURE - III : SAFETY FEATURES

DESCRIPTION
(To be specified by the supplier, if any variation)
Safety of unit operation is of utmost importance. To ensure safety, all guards to be fitted with interlock switches. *
The unit to be provided with motor overload safety relay. *
In the event of machine malfunction or stoppage of utilities, the unit must contain all necessary protection devices to ensure that machine and product remain in safe condition. *
Machine settings should not get disturbed due to power failure. Machine should not restart without human intervention.*
Machine should indicate fault through audio / visual signal with details on Control panel/PLC (Failure mode detection) *
An easily accessible emergency stop to be provided on main control panel door. *
Wherever possible, warning symbols should be provided. *
Electrical wiring must be concealed*
Safety of machine operation is of utmost importance. To ensure safety, all guards to be fitted with interlock switches. *

* To be specified and confirm by the supplier as per their equipment design and requirement



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ANNEXURE - IV : UTILITY REQUIREMENT

DESCRIPTION		
(To be specified by the supplier, if any variation)		
Compressed Air	:	Ordinary * Non-Lubricated *
Water	:	
Any other utility	:	*

*** To be specified and confirm by the supplier as per their equipment's design requirement with pressure and flow rate along with any valve, pipe / nozzles size required and scope of supply.**



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ANNEXURE - V : CLEANING TECHNIQUE

DESCRIPTION		
(To be specified by the supplier, if any variation)		
Mode of machine cleaning	:	*
Use of Lubricants	:	*
All contact parts should be easily dismantled and cleanable.		
Easy washing and cleaning facility should be available		
Drain points: Vendor should specify the pipe size and location of drain points if required as per their system's drain requirement with pipe /nozzle size, valve etc.*		

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ANNEXURE - VI : PHYSICAL DETAILS

DESCRIPTION		
(To be specified by the supplier, if any variation)		
Dimension (In mm)	:	*
Net Weight (In Kgs.)	:	*
Type of Packing	:	*
Case Dimension (In mm)	:	*
Gross Weight (In Kgs.)	:	*
Foundation details (If required)	:	*

* To be specified and confirm by the supplier as per their equipment design and requirement



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ANNEXURE - VII : LIST OF ANCILLARY / ACCESSORIES / OPTIONAL ITEMS

DESCRIPTION

(To be specified by the supplier, if any variation)

- Recommended Spares list to be provided *
- Change parts list with estimate to be provided*
 - VFD*
 - Glass side view*

*Details of Bought out components to be specified. **

Any other ancillary or accessories or optional items not mentioned above also to be quoted.

* To be specified and confirm by the supplier as per their equipment design and requirement

ANNEXURE - VIII : TRAINING REQUIREMENT

Training to all concern of M/s. HOMCO, Kerala for Installation, Operation, Maintenance and Cleaning of dispensing booths should be provided by vendor and training record will be documented.



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ANNEXURE - IX : DOCUMENTATION

List of all Documents to be supplied along with equipment [AS APPLICABLE]

Sr. No.	Document to be supplied	Qty	Remarks
1	Design and operational qualification	2 sets	
2	SAT/FAT procedures	2 sets	
3	Operation manual	2 sets	
4	Maintenance manual	2 sets	
5	Spare parts manual	2 sets	
6	All engineering drawings	2 sets	
7	List of instruments	2 sets	
8	Calibration certificates	2 sets	
9	Warranty / Guarantee	2 sets	
10	List of all components with referencing	2 sets	
11	P& I process flow diagrams	2 sets	
12	Civil foundation drawings	2 sets	
13	Pre installation requirements	2 sets	
14	Installation requirements	2 sets	
15	Installation manual	2 sets	
16	Technical literature, data sheets and equipment catalogues	2 sets	
17	DQ, IQ, PQ documents.	2 sets	
18	Calibration Report of all sensors, controllers, PLC, transmitters, indicators etc.	2 sets	
19	Test Certificates of all material of construction	2 sets	
20	Test Certificates of the software used in machine control / monitoring system.	2 sets	



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ANNEXURE - X : TERMS AND CONDITIONS

Delivery Period	:	*
Payment Terms	:	As mentioned in tender.
Packaging and Forwarding	:	By Vendor
Un-loading at site	:	By vendor /Supplier (If required, help for the arrangements of unloading can be done by client) Installation in position by the vendor under the client's supervision
Excise / Taxes /GST	:	*
Material for Trial arrangement	:	* (To be arranged by client)
Installation and Commissioning	:	By Vendor
Submission of documents and drawings		
Response to URS and submission of quotation	:	Within 1 week
Submission of detail functional design specification and schematic drawings	:	Within a week after order finalization
Submission of FAT / SAT specification	:	2 weeks before FAT
Submission of IQ, PQ, DQ AND OQ documents	:	With equipment delivery
Drawings / diagrams	:	With equipment delivery
The supplier should notify customer 2 weeks in advance of the beginning of FAT		
Catalogue, Equipment drawing, List of clients and year of establishment to be submitted along with quotation.		
<i>Any other terms, not mentioned above, also to be specified.</i>		

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ANNEXURE - XI : ABBREVIATION

1.	URS	:	User Requirement Specification.
2.	HOMCO	:	Kerala State Homeopathic Co-operative Pharmacy Ltd.
3.	DQ	:	Design Qualification
4.	IQ	:	Installation Qualification
5.	OQ	:	Operational Qualification
6.	PQ	:	Performance Qualification
7.	SS	:	Stainless Steel
8.	RHS	:	Right Hand Side
9.	MOC	:	Material of Construction
10.	KW	:	Kilo Watt
11.	HP	:	Horse Power
12.	RPM	:	Rotation Per Minute
13.	FLP	:	Flame Proof
14.	cGMP	:	Current Goods Manufacturing Practices
15.	P& ID	:	Piping and instrumentation diagram
16.	O&M	:	Operation and Maintenance
17.	GA	:	General Arrangement
18.	SLD	:	Single Line Diagram
19.	HOD	:	Head of Department
20.	QA	:	Quality Analysis
21.	MRP	:	Maximum Retail Price
22.	NMT	:	Not more than
23.	VFD	:	Variable frequency drive

Any other details, not mentioned in Annexure I to XI, to be specified in the quotation/specification by the vendor.