



Kerala State Homoeopathic Co-Operative Pharmacy Ltd.

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

Office: Pathirappally, Alappuzha, Kerala, 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	:	QCL- First Floor
Equipment and Code No.	:	Laboratory Glassware's and plastic accessories
Name of work	:	Supply of cGLP standard Laboratory Glassware's and plastic accessories at M/s. HOMCO –Kerala
Ref. No.	:	
Date	:	
Enclosures	:	
Quantity	:	As per below tabulation.



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ANNEXURE - I : LIST OF LABORATORY GLASSWARE'S AND PLASTIC ACCESSORIES

S No	Item	Specification	Quantity	Vendor Remarks
1.	Wash bottle	LDPE - 500 ml	8	
2.	Wash bottle	LDPE - 250 ml	10	
3.	Measuring cylinder	500ML - Class A with Individual Work certificate - Glass	5	
4.	Measuring cylinder	500 ml - Polypropylene	5	
5.	Measuring cylinder	100 ml - Class A with Individual Work certificate - Glass	8	
6.	Measuring cylinder	10 ml- Class A with Individual Work certificate - Glass	8	
7.	Measuring cylinder	50 ml- Class A with Individual Work certificate - Glass	6	
8.	Measuring cylinder	5 ml- Class A with Individual Work certificate - Glass	8	
9.	Standard flask	1000 ml- Class A with Individual Work certificate - Glass	4	
10.	Standard flask	500 ml- Class A with Individual Work certificate - Glass	6	
11.	Standard flask	250 ml- Class A with Individual Work certificate - Glass	6	
12.	Standard flask	100 ml- Class A with Individual Work certificate - Glass	25	
13.	Standard flask	50 ml- Class A with Individual Work certificate - Glass	10	
14.	Standard flask	25 ml- Class A with Individual Work certificate - Glass	10	
15.	Standard flask	10 ml- Class A with Individual Work certificate - Glass	30	
16.	Conical flask	250 ml - Glass	15	



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S No	Item	Specification	Quantity	Vendor Remarks
17.	Conical flask	100 ml - Glass	10	
18.	Specific gravity bottle	25 ml- Class A with Individual Work certificate - Glass	5	
19.	Round bottom flask	1000ML- 24/29 - Glass	3	
20.	Round bottom flask	5000ML- 24/29 - Glass	2	
21.	Flat bottom flask	500 ml- 24/29 - Glass	13	
22.	Round bottom flask	250 ml- 24/29 - Glass	3	
23.	Test tube	13ML - Class A with Individual Work certificate - Glass	40	
24.	Burette	With screw type PTFE needle valve(Rota flow) stopcock , class A with Individual Work certificate Capacity : 100 ml - Glass	3	
25.	Burette stand	Should be suitable for above burette	6	
26.	Bulb Pipette	50 ml - Class A with Individual Work certificate - Glass	7	
27.	Graduated pipette	25 ml - Class A with Individual Work certificate - Glass	5	
28.		With one mark , Individual Work certificate Capacity : 20 ml - Glass	3	
29.		With one mark , Individual Work certificate Capacity : 10 ml- Glass	5	
30.		With one mark , Individual Work certificate Capacity : 5 ml - Glass	5	
31.		With one mark , Individual Work certificate Capacity : 2 ml - Glass	3	
32.		With one mark , Individual Work certificate Capacity : 1 ml - Glass	10	
33.		With one mark , Individual Work certificate Capacity : 0.2 ml - Glass	1	
34.		With one mark , Individual Work certificate Capacity : 0.1 ml - Glass	1	



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S No	Item	Specification	Quantity	Vendor Remarks
35.	Beaker	500 ml - Glass	10	
36.	Beaker	250 ml- Glass	10	
37.	Beaker	1000 ml- Glass	5	
38.	Beaker	100 ml - Glass	10	
39.	Beaker	100 ml plastic	1	
40.	Watch glass	75MM	5	
41.	Crucible tongs		5	
42.	Wire gauze		5	
43.	Reagent bottle	125 ml Flat Head Clear - Glass	20	
44.	Reagent bottle	500 ml - Glass	20	
45.	Reagent bottle	100 ml - Glass	10	
46.	Reagent bottle	250 ml - Glass	10	
47.	Reagent bottle	125 ml (amber color) - Glass	5	
48.	Seperating funnel with Gls.Stp cock.	250ML	5	
49.	China dish	125ML	8	
50.	Microslide & Coverglass - Blue star		15	
51.	Qualitative Filter Paper Grade 1 filter paper	125MM	20 packets	
52.	Qualitative Filter Paper Grade 1 filter paper - Sheet	480x520MM	20 packets	
53.	Bottle Filtration Assembly 1000ML with Suitable Vacuum Pump		2	
54.	Test tube brush Nylon		10	
55.	Forceps		5	
56.	Dissection set		1	
57.	Rubber tube	10 meter (enema tube)	1.00	
58.	Petri dish		200.00	
59.	Spatula one side spoon S.S		10.00	
60.	Pipette pump	25ml	5.00	



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S No	Item	Specification	Quantity	Vendor Remarks
61.	Desiccator	250MM	5.00	
62.	Capillary tube		2.00	
63.	Funnel (Glass)	75MM	10.00	
64.	Rectangular jar (Glass)		5.00	
65.	Pipette stand		4.00	
66.	Iodine flask		5.00	
67.	Test tube holder		5.00	
68.	Dropper		10.00	
69.	Glass rod		10.00	
70.	Para film		5 Roll	
71.	Arsenic test apparatus (gutzeit apparatus)		1.00	
72.	Test tube stand		1.00	
73.	Tripod stand		5.00	
74.	Glass Thermometer	0-50 °c	1.00	
75.	Glass Thermometer	0-100 °c	8.00	
76.	Glass Thermometer	0-300 °c	1.00	
77.	Retort stand with clamp		5.00	
78.	Nessler's cylinder Class A		2.00	
79.	Cover glass		1.00	
80.	Heating mantle	500ML	5.00	
81.	Glass bottles with cap	1000 ML	15	
82.	Glass bottles with cap	500 ML	15	
83.	Glass bottles with cap	100 ML	25	
84.	Test tube	55 ML - Class A with Individual Work certificate - Glass	15	
85.	Test tube	100 ML - Class A with Individual Work certificate - Glass	15	



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ANNEXURE - II : ELECTRICAL DETAILS

DESCRIPTION		
(To be specified by the supplier, if any variation)		
Standard Operating Frequency	:	50 Hz
Standard Operating Voltage	:	230 / 415V*
Total power consumption	:	*
Motor Details with rpm	:	*
Gear Box Details (If any)	:	*
PLC and HMI details	:	*
VFD details (If any)	:	*
Tower lamp	:	*
Starter	:	*
Major Cabling details		
For Main supply (In client's scope)	:	
For Main drive motor	:	*
End connection details	:	MCB or Socket should be with equipment
Earthing requirement	:	Arrangement should be with system
An Isolator Circuit breaker	:	To be supplied with machine at power supply in point of appropriate capacity by vendor. *
Cable length with equipment	:	*



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Any other detail not mentioned above, also to be included.

Client will provide & connect the required cable in to vendor's panel. From machine panel to machine and its other accessories to be supplied and connected by vendor at site.

*** To be specified and confirmed by the supplier as per their equipment design.**



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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. *

*** To be specified and confirmed by the supplier as per their equipment design.**



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ANNEXURE - III : SAFETY FEATURES

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

*** To be specified and confirmed by the supplier as per their equipment design.**



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ANNEXURE - IV : UTILITY REQUIREMENT

DESCRIPTION	
(To be specified by the supplier, if any variation)	
Vacuum	*
Compressed Air	
Any other utility	*

*** To be specified and confirmed 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.*	

* To be specified and confirmed by the supplier as per their equipment design.



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ANNEXURE - VI : MECHANICAL 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 confirmed by the supplier as per their equipment design



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

DESCRIPTION

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

- Optional Items (If any, Vendor should provide the list with rate) *
- Recommended Spares along with list & quantity (Vendors should submit with tender) *
- If any items required but not included in URS, to be mentioned and submitted with unit rate and quantity * (And it can be indicated during pre-bid meeting)

Optional: To be quoted by the bidder with specification

- TDS & Salinity Mode*

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

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ANNEXURE - VIII : TRAINING REQUIREMENT

- Training to all concern of M/s. HOMCO, Kerala for the Installation, commissioning, and validation of this lab item should be provided by vendor and training record will be documented.
- Shall support client in execution of all the Qualification Phases.



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ANNEXURE - IX : APPROVED MAKES

Glasswares : Borosil / Supertek

: *

- ❖ ***Any other components, not mentioned above, to be specified by the vendor.***
- ❖ ***All the Component Makes should match with the Approved Makes listed above. Any deviation from this should be documented and communicated to HOMCO and Pharma Consultant.***

*** To be specified and confirmed by the supplier as per their equipment design.**



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ANNEXURE - X : DOCUMENTATION

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

Sr. No.	Document to be supplied	Qty	Remarks
1	Test Certificates of all material of construction	2 sets	
2	Calibration certificate	2 sets	

ANNEXURE - XI : 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 2 weeks
<i>Any other terms, not mentioned above, also to be specified.</i>		

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



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ANNEXURE - XII : 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 Good Manufacturing Practices
15.	O&M	:	Operation and Maintenance
16.	GA	:	General Arrangement
17.	SLD	:	Single Line Diagram
18.	HOD	:	Head of Department
19.	QA	:	Quality Analysis
20.	MRP	:	Maximum Retail Price
21.	NMT	:	Not more than
22.	VFD	:	Variable frequency drive
23.	FAT	:	Factory Acceptance Test
24.	SAT	:	Site Acceptance Test

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

APPROVED THE URS

By: REJI ABRAHAM

Date: 09/06/2026