



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.	:	Mechanical Rotary Shaker (Digital)
Name of work	:	Supply, Installation, Commissioning & Validation of cGLP model Mechanical Rotary Shaker (Digital) at M/s. HOMCO -Kerala
Ref. No.	:	
Date	:	
Enclosures	:	
Quantity	:	1 No.



CONSULTANT : M/S. KNACK TECHNOCRATS

42, AVINASH, 7 BUNGALOWS, J.P. ROAD, ANDHERI (W), MUMBAI - 400 053
TEL. NO. : 022-2636 1629, Email : infoknack@gmail.com





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MECHANICAL ROTARY SHAKER (DIGITAL)

ANNEXURE - I : BASIC DETAILS OF THE MACHINE

DESCRIPTION		
(To be specified by the supplier, if any variation)		
Scope	:	Supply, Installation, Commissioning & Validation of cGLP model Mechanical Rotary Shaker Digital Apparatus along with connecting accessories, cables etc. at M/s. HOMCO -Kerala
Model	:	*
Type	:	*
Platform Size	:	25 x 25 cm *
Flask Capacity	:	250 ml x 9 *
Platform	:	Rubber discs or Stainless steel clamps *
Speed range	:	00 to 250 RPM *
Speed Controller	:	Rotary Knob *
Time Range	:	0 to 60 minutes *
Display	:	Digital *
Power	:	AC 220V 50 Hz*

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



(I. Ansari)



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ANNEXURE - II & III : GMP AND OPERATIONAL FEATURES

DESCRIPTION			
(To be specified by the supplier, if any variation)			
MOC	Housing	:	SS *
	Construction	:	MS *
Finish		:	Powder Coated *
<p>The machine should consist of:</p> <ul style="list-style-type: none"> ➤ The shaking function should be a rotary shaker. * ➤ Should have adjustable shaking speed and range. * ➤ The timer function should be for maximum flexibility. * ➤ It should be easy to clean and maintain large mounting surfaces with a large load capacity. * ➤ The shaking motion should be set with a variable speed controller knob. * ➤ It should have user-friendly operating and safety features for reliable shaking of Lab glassware. * ➤ It should be a low-energy, safe, stable, and noiseless apparatus. * 			

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



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ANNEXURE - IV : 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	:	*
<i>Any other detail not mentioned above, also to be included.</i>		
<i>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.</i>		

*** 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 - V : 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**



(I. Ansam)



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ANNEXURE - VI : UTILITY REQUIREMENT

DESCRIPTION (To be specified by the supplier, if any variation)	
Vacuum	: *
Compressed Air	: Ordinary * Non-Lubricated *
If 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 - VII : 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. *	
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 - VIII : 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**



(J. Ansan)



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**ANNEXURE - IX : 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) *
- 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)

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 confirmed by the supplier as per their equipment design



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ANNEXURE - X : TRAINING REQUIREMENT

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



(I. Ansari)

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ANNEXURE - XI : 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	Civil foundation drawings	2 sets	
12	Pre installation requirements	2 sets	
13	Installation requirements	2 sets	
14	Installation manual	2 sets	
15	Technical literature, data sheets and equipment catalogues	2 sets	
16	DQ, IQ, PQ documents.	2 sets	
17	Calibration Report of all sensors, controllers, PLC, transmitters, indicators etc.	2 sets	
18	Test Certificates of all material of construction	2 sets	
19	Test Certificates of the software used in machine control / monitoring system.	2 sets	



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ANNEXURE - XII : 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 AND OQ documents	:	With equipment delivery
Drawings / diagrams	:	Within a week after receiving PO
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 alongwith quotation.		
Any other terms, not mentioned above, also to be specified.		

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



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ANNEXURE - XIII : 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 XIII, to be specified in the quotation/specification by the vendor.



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USER REQUIREMENT SPECIFICATION

Name of the Company	:	
Contact Person	:	
Address	:	
Contact Details	:	
Department	:	QCL LAB – First Floor
Equipment and Code No.	:	Digital Water bath
Name of work	:	Supply, Installation, Commissioning & Validation of cGLP model Digital Rectangular Water Bath at M/s. HOMCO –Kerala
Ref. No.	:	
Date	:	
Enclosures	:	
Quantity	:	1 No.



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(I. Anjan)



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WATERBATH RECTANGULAR (DIGITAL) - DOUBLE WALLED - (6 HOLES)

ANNEXURE - I : BASIC DETAILS OF THE MACHINE

DESCRIPTION		
(To be specified by the supplier, if any variation)		
Scope	:	Supply, Installation, Commissioning & Validation of cGLP model microprocessor based Rectangular Water bath Double Walled 6 holes along with connecting accessories, cables etc. at M/s. HOMCO -Kerala
Model	:	*
Inner Size	:	14" x 10" x 4" * *
No. of Holes	:	6 holes*
Hole Size	:	3.5" DIA. *
Temperature Range	:	From ambient to 100°C**
Temperature controller cum indicator	:	Digital *
Immersion Heater Rating	:	1000 Watt/230V*

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



(I. Anson)



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ANNEXURE - II, III : CGMP & OPERATIONAL FEATURES

DESCRIPTION (To be specified by the supplier, if any variation)	
MOC	SS 304*
Finish	: Mirror finish. *
<p>The equipment should consist of:</p> <ul style="list-style-type: none"> ➤ Design should be double walled in construction. * ➤ Gap between the walls should be filled with high density insulation glass wool to minimize the heat loss. * ➤ Lid should be provided with holes of 3" dia. and SS rings. * ➤ Unit should be with Digital Temperature Controller cum Indicator with a suitable sensor * ➤ Immersion heater should be provided. * 	

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



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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	:	*
<i>Any other detail not mentioned above, also to be included.</i>		
<i>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.</i>		

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Miscellaneous:

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- ❖ 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 confirm by the supplier as per their equipment design**



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The equipment should be provided with motor overload safety relay. *
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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. *
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* To be specified and confirm by the supplier as per their equipment design



(J. Ansan)



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ANNEXURE - VI : UTILITY REQUIREMENT

DESCRIPTION	
(To be specified by the supplier, if any variation)	
Vacuum	: *
Compressed Air	: Ordinary * Non-Lubricated *
Water	: Purified * WFI * Soft 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 - VII : 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 confirm by the supplier as per their equipment design



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ANNEXURE - VIII : 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 confirm by the supplier as per their equipment design**



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ANNEXURE - IX : 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.

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



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ANNEXURE - X : 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 - XI : APPROVED MAKES

Stainless Steel Sheet & Pipe: Tata / Jindal	:	*
PLC: Siemens / Allen Bradely / Delta	:	*
HMI: Siemens / Allen Bradely / Delta / Exor	:	*
Cables: Finolex / Polycab	:	*
<p>❖ Any other components, not mentioned above, to be specified by the vendor.</p> <p>❖ 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.</p>		

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



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ANNEXURE - XII : 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	Civil foundation drawings	2 sets	
12	Pre installation requirements	2 sets	
13	Installation requirements	2 sets	
14	Installation manual	2 sets	
15	Technical literature, data sheets and equipment catalogues	2 sets	
16	DQ, IQ, PQ documents.	2 sets	
17	Calibration Report of all sensors, controllers, PLC, transmitters, indicators etc.	2 sets	
18	Test Certificates of all material of construction	2 sets	
19	Test Certificates of the software used in machine control / monitoring system.	2 sets	



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ANNEXURE - XIII : 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 AND OQ documents	:	With equipment delivery
Drawings / diagrams	:	Within a week after receiving PO
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>		

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



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ANNEXURE - XIV : 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 XIII, to be specified in the quotation/specification by the vendor.



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Supplier's Copy

USER REQUIREMENT SPECIFICATION

Name of the Company	:	
Contact Person	:	
Address	:	
Contact Details	:	
Department	:	QCL- First Floor
Equipment and Code No.	:	Digital Automatic Bulk & Tap Density Test Apparatus
Name of work	:	Supply, Installation, Commissioning & Validation of cGLP model Digital Automatic Bulk & Tap Density Test Apparatus at M/s. HOMCO -Kerala
Ref. No.	:	
Date	:	
Enclosures	:	
Quantity	:	1 No.



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DIGITAL AUTOMATIC BULK & TAP DENSITY TEST APPARATUS

ANNEXURE - I : BASIC DETAILS OF THE MACHINE

DESCRIPTION		
(To be specified by the supplier, if any variation)		
Scope	:	Supply, Installation, Commissioning & Validation of cGLP model Digital Automatic Bulk and Tap Density Test Apparatus along with connecting accessories, cables etc. at M/s. HOMCO -Kerala
Model	:	*
Application	:	This item should be used to determine the bulk & the tapped density of powder samples by tapping the cylinder under specific conditions and can be used for granules, flakes, pellets etc. It should calculate the percentage difference between tapped volumes, Tapped density, compressibility index and Housner ratio automatically *
Test Method	:	USP - I & USP - II *
Tapping Range	:	1 - 9999 Taps *
Drive	:	Stepper Motor *
USP - I	:	
Tap Height	:	14 mm \pm 2 mm*
Tapping Rate	:	300 Taps/Minute approx.*

* 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)		
USP - II	:	*
Tap Height	:	3 mm \pm 0.3 mm*
Tapping Rate	:	250 Taps/Minute approx.*
Display	:	20 x 4 lines, wide angle, alphanumeric backlit LCD*
Keyboard	:	4 x 4 Matrix Feather Touch Keyboard*
Printer	:	Parallel Port Printer Interface for Dot Matrix Printer*
Validation	:	Built-in validation facility*

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



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ANNEXURE - II & III : CGMP AND OPERATIONAL FEATURES

DESCRIPTION

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

MOC

:

*

The unit should consist of:

- Advanced Microcontroller. *
- Should Support USP - 1 & USP - II. *
- Should have provision to hold two cylinders *
- Should have alphanumeric display and user-friendly feather touch keypad. *
- Messages Should be displayed promptly so as to guide the user while conducting test. *
- Should display updated test status. *
- Data should be safe by Password protection *
- Non-volatile memory for storage of 24 test method. *
- Should calculate bulk density, tapped density, compressibility index and Hausner ratio. *
- Rotating and tapping action of the cylinders should be simultaneous. *
- Printout should be as per GLP requirements. *
- Should Compliant with USP specifications. *

Standard Accessories:

The unit should supply with following accessories

- Validated Measuring Cylinder 250 ml. *
- Validated Measuring Cylinder 100 ml. *
- Holder for 250ml cylinder. *
- Holder for 250ml cylinder. *

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



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ANNEXURE - IV : 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	:	*
<i>Any other detail not mentioned above, also to be included.</i>		
<i>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.</i>		

*** 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 - V : 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 stop 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 - VI : UTILITY REQUIREMENT

DESCRIPTION	
(To be specified by the supplier, if any variation)	
Vacuum	: *
Compressed Air	: Ordinary * Non-Lubricated *
Raw material	: *
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 - VII : 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. *	
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 - VIII : 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 - IX : 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) *
- 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)

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**



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ANNEXURE - X : TRAINING REQUIREMENT

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



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ANNEXURE - XI : APPROVED MAKES

Stainless Steel Sheet & Pipe: Tata / Jindal	:	*
PLC: Siemens / Allen Bradely / Delta	:	*
HMI: Siemens / Allen Bradely / Delta / Exor	:	*
Cables: Finolex / Polycab	:	*
<p>❖ Any other components, not mentioned above, to be specified by the vendor.</p> <p>❖ 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.</p>		

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



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ANNEXURE - XII : 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	Civil foundation drawings	2 sets	
12	Pre installation requirements	2 sets	
13	Installation requirements	2 sets	
14	Installation manual	2 sets	
15	Technical literature, data sheets and equipment catalogues	2 sets	
16	DQ, IQ, PQ documents.	2 sets	
17	Calibration Report of all sensors, controllers, PLC, transmitters, indicators etc.	2 sets	
18	Test Certificates of all material of construction	2 sets	
19	Test Certificates of the software used in machine control / monitoring system.	2 sets	



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ANNEXURE - XIII : 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 AND OQ documents	:	With equipment delivery
Drawings / diagrams	:	Within a week after receiving PO
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.		
Any other terms, not mentioned above, also to be specified.		

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

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ANNEXURE - XIV : 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 XIII, to be specified in the quotation/specification by the vendor.



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Handwritten signature and initials
(I. Anand)



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Supplier's Copy

USER REQUIREMENT SPECIFICATION

Name of the Company	:	
Contact Person	:	
Address	:	
Contact Details	:	
Department	:	QCL- First Floor
Equipment and Code No.	:	Bunsen Burner
Name of work	:	Supply, Installation, Commissioning & Validation of cGLP model Bunsen Burner at M/s. HOMCO -Kerala
Ref. No.	:	
Date	:	
Enclosures	:	
Quantity	:	06 Nos.



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BUNSEN BURNER

ANNEXURE - I : BASIC DETAILS OF THE MACHINE

DESCRIPTION	
(To be specified by the supplier, if any variation)	
Scope	: Supply, Installation, Commissioning & Validation of cGLP model Bunsen Burner along with connecting accessories, pipe etc. at M/s. HOMCO -Kerala (Without 2Kg. mini LPG Cylinder)
Base Diameter	: 80 mm*
Burner Height	: 150mm Appx.*
Pipe (Diameter x Length)	: 12mm x 100mm *
Optimum Working Pressure	: 0.035 Kg/cm ² *

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



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ANNEXURE - II & III : CGMP FEATURES AND OPERATIONAL FEATURES

DESCRIPTION (To be specified by the supplier, if any variation)	
MOC	: Base : Cast Iron * Burner Tube : Brass *
Finish	: Base : Painted * Tube : Nickel Plated *
The Burner should consist of:	
<ul style="list-style-type: none"> ➤ Should have heavy cast iron base. * ➤ Should be provided with adjustable air regulator * 	

*** To be specified and confirm 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)	
Compressed Air	: Ordinary * Non-Lubricated *
LPG	: *
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.**



J. Ansari
(J. Ansari)



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ANNEXURE - V : CLEANING TECHNIQUE

DESCRIPTION (To be specified by the supplier, if any variation)	
Mode of 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 confirm 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 confirm by the supplier as per their equipment design**



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ANNEXURE - : LIST OF ANCILLARY / ACCESSORIES / OPTIONAL ITEMS

VII

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)

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**



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ANNEXURE - VIII : 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	Civil foundation drawings	2 sets	
12	Pre installation requirements	2 sets	
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16	DQ, IQ, PQ documents.	2 sets	
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18	Test Certificates of all material of construction	2 sets	
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ANNEXURE - IX : 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 AND OQ documents	:	With equipment delivery
Drawings / diagrams	:	Within a week after receiving PO
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.		
Any other terms, not mentioned above, also to be specified.		

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



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ANNEXURE - X : 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
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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 Annexures I to XIII, are to be specified in the quotation/specification by the vendor.



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