



Kerala State Homoeopathic Co-Operative Pharmacy Ltd.

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

Office: Pathirappally, Alappuzha, Kerala, India - 688 521

Phone : 0477 2258012

:0477 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	:	All departments
Item	:	Room name board & Stickers
Name of work	:	Supply of Room name board & Stickers at M/s. HOMCO – Kerala.
Ref. No.	:	
Date	:	
Enclosures	:	
Qty.	:	As per below tabulation



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NAME BOARD AND STICKERS

1.0

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LIST OF NAME BOARD & STICKERS

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

S No	Name board / Stickers	Quantity	Pictorial
01	<ul style="list-style-type: none"> ➤ Display board with vinyl sheet color print 2 side 2 mm and 2 mm thickness acrylic clear board stainless steel mount stand off bolts screws studs – 25 mm ➤ Size : 5 x 4 feet 	8 no's	
02	<ul style="list-style-type: none"> ➤ Display board with vinyl sheet colour print 2 side 2 mm and 2 mm thickness acrylic clear board stainless steel mount stand off bolts screws studs – 15 mm ➤ Size : 12 x 18 inch 	40 no's	



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S No	Dress type	Quantity	Pictorial / sample														
03	<ul style="list-style-type: none"> ➤ Light Fixtures identification number sticker ➤ 50 mm x 20 mm , Synthetic sticker , laser printing 	1000 no's	GF/LF-001														
04	<ul style="list-style-type: none"> ➤ Preventive maintenance sticker ➤ 120 mm x 80 mm , Synthetic sticker 	200 no's	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; padding: 5px;"> </td> <td style="text-align: center; padding: 5px;">PREVENTIVE MAINTENANCE STATUS LABEL</td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 5px;">Equipment Name:</td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 5px;">Equipment No:</td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 5px;">Preventive Maintenance Done On:</td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 5px;">Next Due Date:</td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 5px;">Done By (Sign/Date):</td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 5px;"> </td> </tr> </table>		PREVENTIVE MAINTENANCE STATUS LABEL	Equipment Name:		Equipment No:		Preventive Maintenance Done On:		Next Due Date:		Done By (Sign/Date):			
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05	<ul style="list-style-type: none"> ➤ Filter cleaning sticker ➤ 120 mm x 80 mm , Synthetic sticker 	200 no's	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; padding: 5px;"> </td> <td style="text-align: center; padding: 5px;">FILTER CLEANING STATUS LABEL</td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 5px;">Equipment ID</td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 5px;">Done On</td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 5px;">Next Due On</td> </tr> <tr> <td style="text-align: center; padding: 5px;">Done by</td> <td style="text-align: center; padding: 5px;">Checked by Sign & Date</td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 5px;">Format:</td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 5px;"> </td> </tr> </table>		FILTER CLEANING STATUS LABEL	Equipment ID		Done On		Next Due On		Done by	Checked by Sign & Date	Format:			
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Done by	Checked by Sign & Date																
Format:																	
06	<ul style="list-style-type: none"> ➤ Area name board with double side sticker ➤ 18 inch x 3 inch ➤ 4 mm Foam sheet ➤ UV printing 	300 no's															



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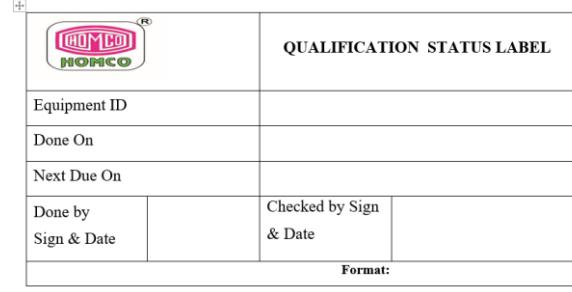
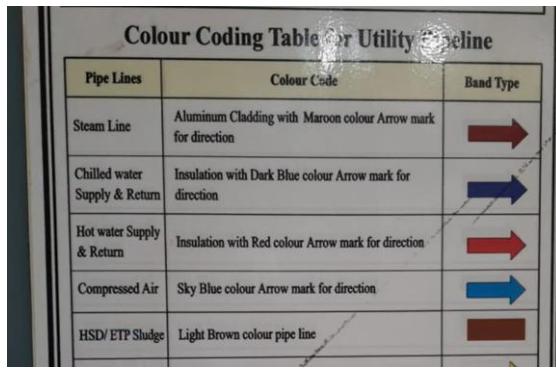
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S No	Dress type	Quantity	Pictorial / sample																					
07	<ul style="list-style-type: none"> ➤ Equipment / instrument qualification label. ➤ 150 mm x 100 mm , Synthetic sticker 	200 no's	 <p>Format:</p> <table border="1"> <thead> <tr> <th colspan="2">QUALIFICATION STATUS LABEL</th> </tr> </thead> <tbody> <tr> <td>Equipment ID</td> <td></td> </tr> <tr> <td>Done On</td> <td></td> </tr> <tr> <td>Next Due On</td> <td></td> </tr> <tr> <td>Done by Sign & Date</td> <td>Checked by Sign & Date</td> </tr> </tbody> </table>	QUALIFICATION STATUS LABEL		Equipment ID		Done On		Next Due On		Done by Sign & Date	Checked by Sign & Date											
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08	<ul style="list-style-type: none"> ➤ Color coding board with double side sticker. ➤ A4 size ➤ 4 mm Foam sheet, UV Printing. 	20 no's	 <table border="1"> <thead> <tr> <th colspan="3">Colour Coding Table for Utility Pipeline</th> </tr> <tr> <th>Pipe Lines</th> <th>Colour Code</th> <th>Band Type</th> </tr> </thead> <tbody> <tr> <td>Steam Line</td> <td>Aluminum Cladding with Maroon colour Arrow mark for direction</td> <td>Red</td> </tr> <tr> <td>Chilled water Supply & Return</td> <td>Insulation with Dark Blue colour Arrow mark for direction</td> <td>Blue</td> </tr> <tr> <td>Hot water Supply & Return</td> <td>Insulation with Red colour Arrow mark for direction</td> <td>Red</td> </tr> <tr> <td>Compressed Air</td> <td>Sky Blue colour Arrow mark for direction</td> <td>Blue</td> </tr> <tr> <td>HSD/ ETP Sludge</td> <td>Light Brown colour pipe line</td> <td>Grey</td> </tr> </tbody> </table>	Colour Coding Table for Utility Pipeline			Pipe Lines	Colour Code	Band Type	Steam Line	Aluminum Cladding with Maroon colour Arrow mark for direction	Red	Chilled water Supply & Return	Insulation with Dark Blue colour Arrow mark for direction	Blue	Hot water Supply & Return	Insulation with Red colour Arrow mark for direction	Red	Compressed Air	Sky Blue colour Arrow mark for direction	Blue	HSD/ ETP Sludge	Light Brown colour pipe line	Grey
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09	<ul style="list-style-type: none"> ➤ Equipment ID sticker ➤ 80 x 40 mm ➤ Synthetic sticker , laser printing 	300 no's																						
10	<ul style="list-style-type: none"> ➤ AHU Grill stickers ➤ 60 x 30 mm ➤ Synthetic sticker , laser printing 	600 no's																						
11	<ul style="list-style-type: none"> ➤ AHU Schematic drawing stickers ➤ 13x 19 inch ➤ Synthetic sticker , laser printing 	110 no's																						
12	<ul style="list-style-type: none"> ➤ Arrow shape cutting stickers ➤ 6 X 1.5 inch ➤ Synthetic sticker , laser printing 	600 no's																						



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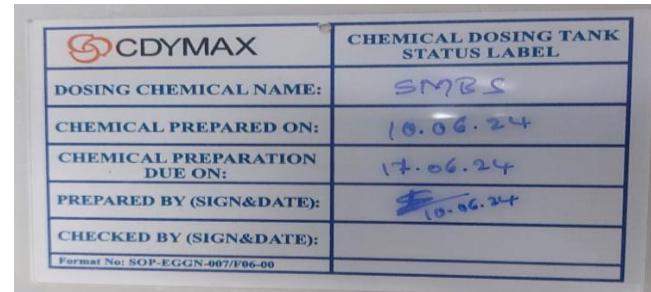
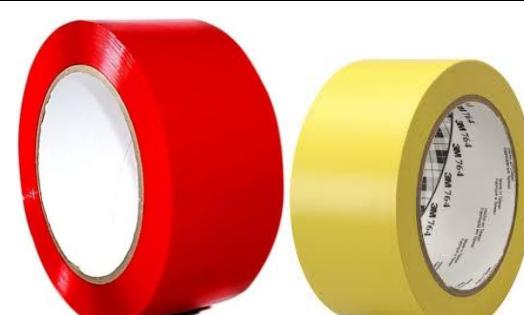
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13	<ul style="list-style-type: none"> ➤ Water plant status board. ➤ 6 x 4 inch , clear acrylic , UV Printing 	10 no's	
14	<ul style="list-style-type: none"> ➤ Radian tape yellow & red. ➤ 5 Cm width x 25 meters 	13 roll	 



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PROCESS REQUIREMENT DETAIL

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

- As per cGMP requirement to have a clear identification an indication the above stickers and name boards are required,

6.0 : TERMS AND CONDITIONS

Delivery Period	:	*
Payment Terms	:	As mentioned in tender.
Packaging and Forwarding	:	By Vendor
Un-loading at site	:	By vendor
Excise / Taxes /GST	:	*
Material for Trial arrangement	:	* (To be arranged by client)
Installation and Commissioning	:	By Vendor
Response to submission of quotation	:	Within 2 week
Submission of detail functional design specification and schematic drawings	:	Within a week after order finalization
Drawings / diagrams	:	With equipment delivery
<i>Any other terms, not mentioned above, also to be specified.</i>		

*** To be specified by the supplier**



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ABBREVIATION

12.1	URS	:	User Requirement Specification.
12.2	DQ	:	Design Qualification
12.3	SS	:	Stainless Steel
12.4	MOC	:	Material of Construction
12.5	cGMP	:	Current Goods Manufacturing Practices
12.6	O&M	:	Operation and Maintenance
12.7	GA	:	General Arrangement
12.8	SLD	:	Single Line Diagram
12.9	HOD	:	Head of Department
12.10	QA	:	Quality Analysis
12.11	MRP	:	Maximum Retail Price
12.12	NMT	:	Not more than
12.13	BPM	:	Bottles per minutes

Any other details, not mentioned in section 1.0 to 7.0, to be specified in the quotation/specification by the vendor.