

**HVAC**

HVAC & Fire Fighting Maintenance Proposal for Heleon Pharma **K**arachi

## CONTRACTOR:

### Pioneer Services

2-C, Sunset Lane 1, Phase II, Ext. D.H.A, Karachi.

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## CLIENT:

**M/S Heleon Parma**

**LIST OF EQUIPMENT**

|  |  |  |
| --- | --- | --- |
| **S. No** | **EQUIPMENT** | **Qty** |
| 1 | Fan coil unit. | 1 |
| 2 | Water-cooled package Unit. | 1 |
| 3 | Sprinkler Heads (Upright Sprinklers, Concealed Pendant Sprinklers, Pendant Sprinklers) | 53 |
| 4 | VAVs Boxes | 21 |
| 5 | CAVs Boxes | 03 |
| 6 | Fire Extinguishers | 06 |

**SCOPE OF WORK:**

### Fan Coil Units (FCUs):

1. Cleaning or replacing filters regularly to maintain indoor air quality.
2. Inspecting and cleaning coils for efficiency and preventing blockages.
3. Check motorized valve functioning properly
4. Check room temperature maintaining
5. Check thermostat working properly.
6. Removal and cleaning of chilled water strainers if required
7. Lubricating fan motors and checking for any abnormal noises.
8. Testing thermostat and control settings for accurate operation.

### Water-Cooled Package Units:

1. Checking refrigerant levels and inspecting for leaks.
2. Inspecting and cleaning condenser and evaporator coils.
3. Check motorized valve functioning properly
4. Check room temperature maintaining
5. Check thermostat working properly.
6. Removal and cleaning of chilled water strainers if required
7. Testing controls and safety features for proper functionality.

### Sprinkler Heads:

1. Ensure no physical damage, corrosion, or paint on sprinkler heads.
2. Check for obstructions that may block water spray distribution.
3. Ensure there is no storage, furniture, or ceiling elements obstructing the spray pattern.
4. Inspect for leaks or drips around fittings and heads.
5. Check if the cover plate is intact and flush with the ceiling.
6. Inspect the fusible link or glass bulb (if visible).
7. Check for proper operation of the control valve and alarm activation.
8. Ensure the sprinkler rating matches the ambient temperature conditions.
9. Inspect the connection points for rust, leakage, or loose fittings.

### VAVs & CAVs:

* 1. Calibrating and testing airflow sensors and controllers.
  2. Inspecting and adjusting damper positions for proper air balancing.
  3. Ensuring proper operation of controls and actuators.
  4. Check for any visible signs of damage, leaks, or wear on the VAV & CAV boxes, damper assemblies, and associated components.
  5. Ensure the area around the VAV & CAV is clear and unobstructed.
  6. Check and calibrate airflow sensors, pressure sensors, and controllers.
  7. Test the VAVs' response to changes in setpoints and temperature variations.
  8. Verify damper movement and adjust if necessary for proper airflow
  9. Inspect motors and actuators for signs of wear or malfunction.
  10. Lubricate moving parts as recommended by the manufacturer.
  11. Check electrical connections and wiring for any issues
  12. Evaluate the VAV & CAV control system for proper communication and functionality.
  13. Verify that the control sequence operates correctly.
  14. Check and verify the setpoints for temperature, airflow rates, and pressure differentials to ensure they align with building requirements and occupancy needs
  15. Clean dust and debris from the VAV & CAV boxes, ductwork, and associated components.
  16. Ensure the dampers, sensors, and actuators are free from dirt and obstruction.

**Scheduling and Timing:**

1. Preventive maintenance activities, including inspections, cleaning, and adjustments, will be scheduled **after regular duty hours**. This timing ensures that maintenance work does not disrupt normal operations or occupants' daily activities during working hours.
2. Additionally, maintenance will take place on **Saturdays and Sundays**, when the facility or building is likely to have reduced occupancy or be vacant, minimizing any inconvenience caused by maintenance activities.

# QUARTERLY HVAC PREVENTIVE MAINTENANCE

**CHARGES**

|  |  |
| --- | --- |
| Quarterly Charges: | 300,000 |
| SST 15%: | 45,000 |
| Grand Total Amount Rs: | 345,000 |

**Terms & Conditions**

1. Quarterly advance payment will be released against the Invoice / bill.
2. Prices include Sindh services Tax but exclude GST.
3. Prices are valid for a one-year contract, and a new contract will be arranged a month before the current one ends.
4. Repairing or replacing parts/components will incur additional charges.
5. Transportation costs will generally be based on actual expenses.
6. Any specialized work done by a third party will have separate charges.
7. There will be an annual increase in charges.
8. Changes in government taxes will result in adjusted charges.
9. Our proposal is based for only maintenance activity, any materials or consumable parts needed for maintenance will be charged separately

**M/S PIONEER SERVICES M/S Heleon**

(Contractor) (Client)