

Scope of Work for Air conditioners

Preventive Maintenance

Background

CDC-Ethiopia has purchased and installed Air Conditioner devices at its collaborative office which is located at Ethiopian Public Health Institute (EPHI) compound. It is essential to have Preventive Maintenance service for the three Air Conditioner devices installed.

Scope of Work

A contractor shall perform troubleshooting and periodic preventive maintenance for three Air Conditioners listed below:

1. One 24000BTU (2TON) wall mounted Air Conditioning System:
 - Royal Cool brand 2 ton split type AC (Model # RCW-24CHRT), (Serial # G40450006400E1050219) located at EPHI UPS Room;

2. Two 24000BTU (2TON) wall mounted Air Conditioning System:
 - Carrier brand 2-ton split type AC (Model # 42KCR024713G), (Serial # D209020870312105170020);
 - Carrier brand 2-ton split type AC (Model # 42KCR024713G), and D209050590114414120130);

Located at EPHI Server Room;

The maintenance service can be performed after signing up of the contract. The contractor shall also provide technical advices and recommendations on the devices.

Specific tasks

The Contractor shall perform the following troubleshooting and maintenance services.

- Provide immediate troubleshooting and maintenance services during CDC-Ethiopia business or non-business hours;
- Performs the following activities during preventive maintenance:
 - Check electrical wiring and connection for tightness.
 - Straighten up to normal position coil fins using comp.
 - Inspect compressor motors for proper operation.
 - Lubricate shafts bearing and motors
 - Inspect fan for bent blade and correct as necessary.
 - Clean coils with cleaning detergents.
 - Inspect pipes & valves for leak & poorer insulation tighten connection as necessary.
 - Check refrigerant pressure & charge additional refrigerants if and as necessary.
 - Remove debris from air screen & clean area around the unit.
 - Check unit for proper operation noise & vibration.
 - Clean air & carbon filters.
 - Lubricate fan motors & bearings.
 - Check belts for excessive wears and change if necessary
 - Clean fan motors for proper operation.
 - Clean coil with cleaning detergent.
 - Check power & other control units & systems, correct defectives if any.
 - Check & calibrate thermostat.
 - Test capacitors.
 - Start unit & check for proper operation.

Cost of Services

No	Maintenance Service	Preventive Maintenance Frequency per year	Unit price (per AC per services)	Total price
1.	Scheduled Preventive maintenance for three Air Conditioners devices.	Three times in a year		
2.	On Call basis maintenance for the three Air Conditioners devices.	As required		

Period of performance

- i. Preventive maintenance: Two times Scheduled Preventive maintenance for three 24000BTU wall mounted Air Conditioning System (Model: Carrier brand 2-ton split type AC and Model: Royal Cool brand 2 ton split type AC);
- ii. The vendor shall start performing the tasks once the contract is agreed.

Deliverables

1. Advices and status report on each device's future use and equipment replacement;
2. Maintenance report after the job is done.