

Scope of Work for Maintenance of the Stand Alone Air Conditioner Units

1. The service provider shall be expected to the following on each unit on quarterly basis;

- 1.1. A comprehensive cleaning of the condenser coils.
- 1.2. Evaluation of the coolant level to help maintain peak operating performance.
- 1.3. Lubrication of all moving parts to eliminate friction and wear.
- 1.4. A full calibration of the thermostat.
- 1.5. An inspection of the ductwork for possible energy loss.
- 1.6. Tightening and inspection of all the electrical connections to verify safe system operation.
- 1.7. Evaluation of the performance of the blower motors and the condition of the blower belts.

2. The service checklist will be as follows (where applicable):

- 2.1. Blower Motor – measure amperage and voltage for proper operation
- 2.2. Thermostat – test for proper operation, calibrate, and level
- 2.3. Cleaning existing air filter (as needed)
- 2.4. Bearing – inspect for wear and lubricate
- 2.5. Inspect indoor coil if accessible
- 2.6. Confirm proper return air and size
- 2.7. Inspect Condenser Coils
- 2.8. Refrigerate – monitor operating pressures
- 2.9. Safety Devices – inspect for proper operation
- 2.10. Electrical Disconnect Box – inspect for proper rating and safe installation
- 2.11. Electrical Wiring – inspect and tighten connections
- 2.12. Test / inspect contactors for burned, pitted contacts
- 2.13. Inspect electrical for exposed wiring
- 2.14. Inspect and test capacitors
- 2.15. Inspect fan blade
- 2.16. Clean condenser coils and remove debris
- 2.17. Inspect / service valves for proper operation
- 2.18. Measure Supply / Return temperature differential
- 2.19. Inspect ductwork for energy loss
- 2.20. Compressor – monitor, measure amperage and volt draw and wiring connections
- 2.21. Check Unit for Time Delay Relay
- 2.22. Check Unit for Isolation Pads
- 2.23. Inspect suction line for proper fittings
- 2.24. Inspect all fittings for signs of oil and / or leakages
- 2.25. Check lines and fittings with refrigerant leak detector
- 2.26. Check the condition of Blower Belts, if applicable

ANNEXURE 1: LIST OF AIR CONDITIONING UNITS (STAND ALONE) FOR THE BANK

	THIRD FLOOR	
1.	1 x24000 BTU Panasonic Ceiling Mounted	11 units
2.	2 x 18000 BTU Panasonic Ceiling Mounted	
3.	1 x 12000 BTU Carrier Ceiling Mounted	
4.	1 x 18000 BTU Panasonic Wall Mounted	
5.	4 x 24000 BTU Carrier Ceiling Mounted	
6.	1 x 24000 BTU Gree Wall Mounted	
7.	1 x 24000 BTU Panasonic Wall Mounted	
	SECOND FLOOR	
8.	2 x 24000 BTU Panasonic Wall Mounted	5 Units
9.	1 x 18000 BTU Carrier Wall Mounted	
10.	2 x 48000 BTU Jet air Ceiling Mounted	
	FIRST FLOOR	
11.	1 X 18000 BTU TCL Wall Mounted	7 Units
12.	1 x 12000 BTU Jet Air Wall Mounted	
13.	1 x 24000 BTU Panasonic Wall Mounted	
14.	1 x 9000 BTU Panasonic Wall Mounted	
15.	2 x 18000 BTU Carrier Wall Mounted	
16.	1 x 18000 BTU Panasonic Wall Mounted	
	ICT SERVER ROOM	
17.	2 x 48000 BTU TCL Ceiling Mounted	3 Units
18.	1 x 4000 BTU Carrier Ceiling Mounted	
	GROUND FLOOR	
19.	3 X 18000 Carrier Ceiling Mounted	3 Units
	BASEMENT	
20.	3 X 38000 BTU Carrier Ceiling Mounted	4 Units
21.	1 x 48000 BTU Carrier Wall Mounted	
	CONTROL ROOM	
22.	2 x 18000 BTU Carrier Ceiling Mounted	5 Units
23.	1 x 12000 BTU Carrier Wall Mounted.	
24.	1 x 12000 BTU TCL Wall Mounted	
25.	1 x 12000BTU Trane Wall Mounted	
	DISASTER RECOVERY SITE MASERU WEST	
26.	4 x 18000 BTU Gree Wall Mounted	6 Units
27.	1 x 18000 BTU Carrier Wall Mounted	
28.	1 x 10 kw Blow down air conditioning unit	

	TOTAL NUMBER	
	10 x Panasonic Units	
	20 x Carrier Units	
	5 x Gree Units	
	4 x TCL Units	
	3 x Jet air Units	
	1 x Trane Unit	
	1 x Blow down unit	
TOTAL UNITS	44 UNITS	44 UNITS