



SPECIFICATION FOR SERVICE AND MAINTENANCE OF UNINTERRUPTABLE POWER SUPPLY EQUIPMENT AT ALL UJ CAMPUSES

The University of Johannesburg (UJ) invites you to provide a quotation for Service and Maintenance of Uninterruptable Power Supply Equipment at All UJ Campuses for a period one year with an option of extending it for an additional two years, for a total contract period of three years, as per the specification contained.

Purpose

UJ wishes to appoint suitably qualified persons or organizations for the following work at the University of Johannesburg: One-year Service and Maintenance of UPS equipment supporting all UJ campuses, with an option for an appointment extension for an additional two years.

Scope

The scope of work includes 4 services per year performed on a quarterly basis.

Scope of Work Generally Included in a Standard Maintenance Service

- The checking of the mechanical soundness of all parts.
- The checking of the semi-conductor power devices, transformers, filter elements and the like and replacing filters if necessary.
- The checking and, if necessary, adjusting of the output voltage of the AC circuitry.
- The checking and, if necessary, adjusting of the output voltage of the DC circuitry.
- The checking and adjusting of all electronic regulating circuits.
- The cleaning of the UPS system.
- Cleaning of the UPS equipment by removing dust particles using a vacuum cleaner.

Generally Included in a Standard Inspection

- The checking of the DC caps
- The checking of the AC filter caps.
- The checking of all fan operations.

- Visual checking of hot spots (hot spots are discoloring of power wires and main bus bars)
- The checking of batteries for loose connections, hot spots and terminal corrosion.
- The checking of load currents and voltages.
- The checking of environmental temperature and ensuring that it is within the UPS operational specifications.
- The checking and recording on a log sheet of the voltages of each battery block.
- The cleaning of the batteries.
- If agreed to by the client, the conducting of a battery discharge test using the clients existing load connected to the equipment to determine the capacity of the battery.
- The checking of sufficient lighting.
- Should the technician find any problem during the inspection, a detailed copy of the service report will be handed to your site personnel directly after completion of the service where after arrangements to correct these faults can be made.

Exclusions: To be quoted separately when a need arises!

- UPS Batteries Replacement
- Damaged parts replacement (electronic components etc.)
- Call-outs costs (Breakdown) to include after hour and weekend rate

NB! On the BOQ price for three years from 1 June 2024 to 31 May 2027 and put yearly escalations in % amount

NB! Suppliers can indicate how much mark-up in percentage on spares on an annual basis

List of spares is as follows:

1. Electronic Boards
2. Fans
3. Batteries

A. Compiling of the Safety File

It is a requirement that the appointed contractor be able to supply the university with a Safety File with the items listed below; where applicable to the scope of work being tendered upon.

1. Section 37 (2) (Mandatory agreement)
2. Project Description/Scope of work
3. Risk Assessments
4. Safe Work Procedures
5. Personal Protective Equipment
6. Checklists of all equipment
7. Details of employees on site
8. Appointment letters
9. Letter of good standing/Insurance
10. Incident Management
11. Emergency Plan & Emergency numbers
12. Waste Management
13. MSDS's (if applicable)
14. Fall Protection Plan
15. Health and Safety Policy
16. Toolbox talks
17. Safety meetings
18. Monthly Health & Safety Rep inspection sheets
19. Site Safety Rules
20. Training
21. Isolation procedures for electrical contractors
22. Permits (such as Hot work /Confined space entry)