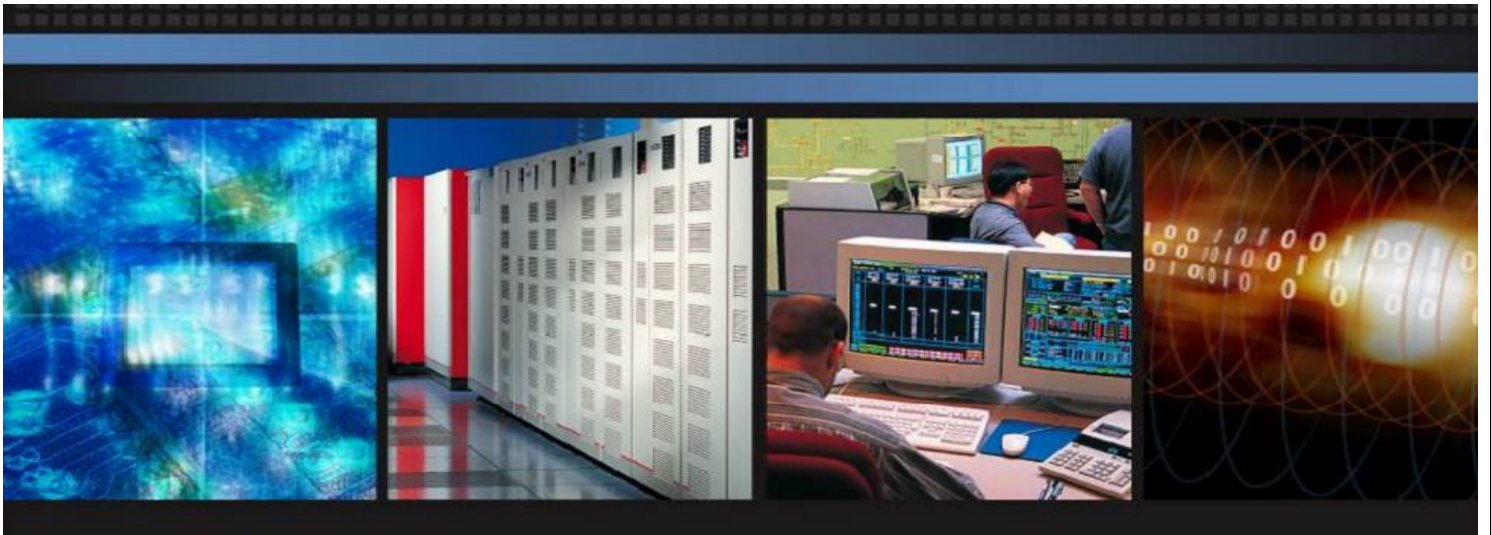


# HANDING OVER DOCUMENTS

**M/S: APS TECH SYSTEMS PVT LTD.**

**A/C: IINDIAN IMMUNOLOGICALS LTD.**

RAKSHAPURAM, GACHIBOWLI POST, HYDERABAD, TELANGANA, -  
500032, IN.



***VERTIV ENERGY PRIVATE LIMITED.***

***RELIANCE HAMSAFAR, GROUND FLOOR, 8-2-618/2/G1,***

***ROAD NO:11, BANJARAHILLS, HYDERABAD – 500034.***

***TOLL FREE HELP LINE NO: 1800 209 6070.***

## 1. Site Details

---

# CLIENT :

**M/S: APS TECH SYSTEMS PVT LTD.**

**A/C: IINDIAN IMMUNOLOGICALS LTD.**

RAKSHAPURAM, GACHIBOWLI POST, HYDERABAD, TELANGANA, -500032, IN.

CONTACT PERSON : MR. RADHA KRISHNA

CONTACT NO : 8790419723

EMAIL ID : [mrkrishna@indimmune.com](mailto:mrkrishna@indimmune.com)

Ref : VERTIV / APS - IIL / COMM / 20 -21

Date : 04.OCT.2021

To,

**M/S: APS TECH SYSTEMS PVT LTD.**

**A/C: IINDIAN IMMUNOLOGICALS LTD.**

RAKSHAPURAM, GACHIBOWLI POST, HYDERABAD, TELANGANA, -500032, IN.

Dear Sir,

We would like to bring to your attention we have commissioned the UPS systems as per below details. The performance test has been completed as per the site requirement.

| MODEL     | CAPACITY | LOCATION   |
|-----------|----------|------------|
| HIPULSE U | 40KVA    | GACHIBOWLI |
| HIPULSE U | 30KVA    | GACHIBOWLI |

We are submitting the following documents for your records and reference.

| Description |                                       |
|-------------|---------------------------------------|
| 1           | Commissioning report.                 |
| 2           | Warranty certificate.                 |
| 3           | Preventive Maintenance schedule.      |
| 4           | Escalation Procedure.                 |
| 5           | Escalation Matrix.                    |
| 6           | Dos & Don'ts.                         |
| 7           | Standard Operating Procedure.         |
| 8           | Operation Manual. (Available in UPS). |

Thanking & assuring our best services at all times.

Yours Truly

For Vertiv Energy Pvt Ltd.


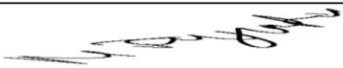


T.RAMAN



Asst. Manager – Power Operation.

# COMMISSIONING REPORT

**Field Service Report**


|   |                  |   |  |   |                                   |
|---|------------------|---|--|---|-----------------------------------|
| <b>FSR Number:</b> IN-L-5GV34M2.041021.I.16   |                  | <b>Dated:04.10.2021</b>   |  |   |                                   |
|   |                  | <input type="checkbox"/> AMC  | <input checked="" type="checkbox"/> WARRANTY | <input type="checkbox"/> POST WARRANTY              |                                   |
|   |                  | <b>Product:</b>   |  | <b>Power</b>  |                                   |
| <b>Type of Service:</b>   |                  |   |  |   |                                   |
| <input checked="" type="checkbox"/> I&C   |                  | <input type="checkbox"/> PM   | <input type="checkbox"/> FAIL                | <input type="checkbox"/> CORRECTIVE                 | <input type="checkbox"/> TRAINING |
|   |                  | <input type="checkbox"/> TECH.  | <input type="checkbox"/> COURTESY            | <input type="checkbox"/> OTHER                      |                                   |
| <b>Customer:</b> IINDIAN IMMUNOLOGICALS LTD   |                  | <b>Engineer's Name:</b> JAYANTH   |  |   |                                   |
| <b>Site Address:</b> RAKSHAPURAM, GACHIBOWLI POST, HYDERABAD. 500032  |                  | <b>Employee Code:</b> 8829  |  |   |                                   |
|   |                  | <b>Phone Number:</b> 7304481702   |  |   |                                   |
|   |                  | <b>Call ID Number:</b>  |  |   |                                   |
| <b>Customer Contact:</b> MR RADHA KRISHNA/8790419723  |                  | <b>Region:</b> SEZ_HYDERABAD  |  |   |                                   |
| <b>Date of Complaint:</b> 04.10.2021  |                  | <b>SO/Contract Number:</b>  |  |   |                                   |
| <b>Time of Complaint:</b> 18:30   |                  | <b>Channel:</b>   |  |   |                                   |
| <b>Complaint/Fault Reported:</b> 30KVA UPS INSTALLATION AND COMMISSIONING   |                  |   |  |   |                                   |
| <b>Reporting Date/Time:</b> 04.10.2021 - 10:30 PM   |                  | <b>Manhours Idle/Stay:</b> 0 hours 0 minutes  |  | <b>Time of Completion:</b> 04.10.2021 - 06:30:00 PM |                                   |
| <b>Manhours Travelling:</b> 1 hours 0 minutes   |                  | <b>Manhours Onsite:</b> 8 hours 0 minutes   |  | <b>Total Manhours:</b> 09 hours 0 minutes           |                                   |
| <b>System Details</b>   |                  |   |  |   |                                   |
|   | <b>Model</b>     | <b>Rating</b>   | <b>Serial Number</b>                         |   |                                   |
| 1   | HIPULSE U        | 30KVA   | 202102HU4828                                 |   |                                   |
| 2   |                  |   |  |   |                                   |
| 3   |                  |   |  |   |                                   |
| 4   |                  |   |  |   |                                   |
| 5   |                  |   |  |   |                                   |
| 6   |                  |   |  |   |                                   |
| 7   |                  |   |  |   |                                   |
| 8   |                  |   |  |   |                                   |
| 9   |                  |   |  |   |                                   |
| 10  |                  |   |  |   |                                   |
| <b>Observations / Comments / Recommendations / Suggestions / Work Done</b>  |                  |   |  |   |                                   |
| <p>Checked all physical connection and tightness of Connectors found all are ok.<br/>         HIPULSE U Model 30KVA UPS with QUANTA make 12V/100AH 32No's Batteries was Installed and Commissioned successfully.<br/>         Output Volt - 230V(L-N) and 400V(L-L),<br/>         Bypass enabled with RAW power.<br/>         Now the ups is working fine in normal mode.</p> |                  |   |  |   |                                   |
| <b>Spare Parts Recommendation</b>   |                  |   |  |   |                                   |
|   | <b>Part Code</b> | <b>Description</b>  |  | <b>Quantity</b>                                     | <b>Price</b>                      |
| 1   |                  |   |  |   |                                   |
| 2   |                  |   |  |   |                                   |
| 3   |                  |   |  |   |                                   |
| 4   |                  |   |  |   |                                   |
| 5   |                  |   |  |   |                                   |
| <b>Service to be billed:</b>  |                  |   |  | <b>Total Price:</b>                                 |                                   |
| <b>Customer's Remark and Signature</b>  |                  | <b>Engineer's Remark and Signature</b>  |  | <b>Operations Manager's Remark</b>                  |                                   |
| The above job was carried out and completed to our satisfaction. The equipment is working satisfactorily. We agree to pay the charges as indicated.   |                  |   |  |   |                                   |
|    |                  |  |  |   |                                   |
| For Queries, please contact our Customer Care Center<br>T: 1800 209 6070<br>Vertiv Energy Private Limited   |                  |   |  |   |                                   |

**Field Service Report**


|   |   |   |  |  |                                     |
|---|---|---|--|--|-------------------------------------|
| <b>FSR Number:</b> IN-L-5GV34M2.041021.I.17   |   | <b>Dated:04.10.2021</b>   |  |  |                                     |
|   |   | <input type="checkbox"/> AMC  | <input checked="" type="checkbox"/> WARRANTY | <input type="checkbox"/> POST WARRANTY |                                     |
|   |   | <b>Product:</b>   |  | <b>Power</b>                           |                                     |
| <b>Type of Service:</b>   |   | <input checked="" type="checkbox"/> I&C   | <input type="checkbox"/> PM                  | <input type="checkbox"/> FAIL          | <input type="checkbox"/> CORRECTIVE |
|   |   | <input type="checkbox"/> TRAINING   | <input type="checkbox"/> TECH.               | <input type="checkbox"/> COURTESY      | <input type="checkbox"/> OTHER      |
| <b>Customer:</b>  | IINDIAN IMMUNOLOGICALS LTD                      |   | <b>Engineer's Name:</b>                      | JAYANTH                                |                                     |
| <b>Site Address:</b>  | RAKSHAPURAM, GACHIBOWLI POST, HYDERABAD, 500032 |   | <b>Employee Code:</b>                        | 8829                                   |                                     |
|   |   |   | <b>Phone Number:</b>                         | 7304481702                             |                                     |
|   |   |   | <b>Call ID Number:</b>                       |  |                                     |
| <b>Customer Contact:</b>  | MR RADHA KRISHNA\8790419723                     |   | <b>Region:</b>                               | SEZ_HYDERABAD                          |                                     |
| <b>Date of Complaint:</b>   | 04.10.2021                                      |   | <b>SO/Contract Number:</b>                   |  |                                     |
| <b>Time of Complaint:</b>   | 18:30   |   | <b>Channel:</b>                              |  |                                     |
| <b>Complaint/Fault Reported:</b>  | 40KVA UPS INSTALLATION AND COMMISSIONING        |   |  |  |                                     |
| <b>Reporting Date/Time:</b>   | 04.10.2021 - 10:30 PM                           | <b>Manhours Idle/Stay:</b>  | 0 hours 0 minutes                            | <b>Time of Completion:</b>             | 04.10.2021 - 06:30:00 PM            |
| <b>Manhours Travelling:</b>   | 1 hours 0 minutes                               | <b>Manhours Onsite:</b>   | 8 hours 0 minutes                            | <b>Total Manhours:</b>                 | 09 hours 0 minutes                  |
| <b>System Details</b>   |   |   |  |  |                                     |
|   | <b>Model</b>                                    | <b>Rating</b>   | <b>Serial Number</b>                         |  |                                     |
| 1   | HIPULSE U                                       | 40KVA   | 202107HU5278                                 |  |                                     |
| 2   |   |   |  |  |                                     |
| 3   |   |   |  |  |                                     |
| 4   |   |   |  |  |                                     |
| 5   |   |   |  |  |                                     |
| 6   |   |   |  |  |                                     |
| 7   |   |   |  |  |                                     |
| 8   |   |   |  |  |                                     |
| 9   |   |   |  |  |                                     |
| 10  |   |   |  |  |                                     |
| <b>Observations / Comments / Recommendations / Suggestions / Work Done</b>  |   |   |  |  |                                     |
| <p>Checked all physical connection and tightness of Connectors found all are ok.<br/>         HIPULSE U Model 40KVA UPS with QUANTA make 12V/100AH 34No's Batteries was Installed and Commissioned successfully.<br/>         Output Volt - 230V(L-N) and 400V(L-L),<br/>         Bypass enabled with RAW power.<br/>         Now the ups is working fine in normal mode.</p> |   |   |  |  |                                     |
| <b>Spare Parts Recommendation</b>   |   |   |  |  |                                     |
|   | <b>Part Code</b>                                | <b>Description</b>  |  | <b>Quantity</b>                        | <b>Price</b>                        |
| 1   |   |   |  |  |                                     |
| 2   |   |   |  |  |                                     |
| 3   |   |   |  |  |                                     |
| 4   |   |   |  |  |                                     |
| 5   |   |   |  |  |                                     |
| <b>Service to be billed:</b>  |   |   |  | <b>Total Price:</b>                    |                                     |
| <b>Customer's Remark and Signature</b>  |   | <b>Engineer's Remark and Signature</b>  |  | <b>Operations Manager's Remark</b>     |                                     |
| The above job was carried out and completed to our satisfaction. The equipment is working satisfactorily. We agree to pay the charges as indicated.   |   |   |  |  |                                     |
|    |   |  |  |  |                                     |
| For Queries, please contact our Customer Care Center<br>T: 1800 209 6070<br>Vertiv Energy Private Limited   |   |   |  |  |                                     |

# WARRANTY CERTIFICATE

**WARRANTY CERTIFICATE**

Ref: TS/APS - IIL /HOD / 20-21  
Dated: 04.OCT.2021

|                 |   |
|-----------------|---|
| <b>CUSTOMER</b> | <b>M/S: IINDIAN IMMUNOLOGICALS LTD.</b>   |
| <b>END USER</b> | <b>M/S: IINDIAN IMMUNOLOGICALS LTD.<br/>RAKSHAPURAM,GACHIBOWLI POST,HYDERABAD-500032.</b> |

Dear Sir,

The warranty period for the below mentioned material shall be against design, manufacturing defects and faulty workmanship. Any indirect or consequential loss is excluded from this warranty claim.

**WARRANTY PERIOD**

| S. No | MODEL     | CAPACITY    | COMMISSIONING DATE | WARRANTY PERIOD             | FROM        | TO          |
|-------|-----------|-------------|--------------------|-----------------------------|-------------|-------------|
| 1     | HIPULSE U | 1NO'S 30KVA | 04.OCT.2021        | 12 MONTHS FROM DATE OF COMM | 04.OCT.2021 | 03.OCT.2022 |
| 2     | HIPULSE U | 1NO'S 40KVA | 04.OCT.2021        | 12 MONTHS FROM DATE OF COMM | 04.OCT.2021 | 03.OCT.2022 |

**EQUIPMENT DETAILS**

| SI. NO | MODEL     | KVA                         | LOCATION  | SERIAL.NO                    | Standard Warranty contract number for 12 Month   | Extended warranty Contract number |
|--------|-----------|-----------------------------|---|------------------------------|--|-----------------------------------|
| 1      | HIPULSE U | 1NO'S 30KVA,<br>1NO'S 40KVA | <b>M/S: IINDIAN IMMUNOLOGICALS LTD.<br/>RAKSHAPURAM,GACHIBOWLI POST,HYDERABAD-500032.</b> | 202102HU4828<br>202107HU5278 | <b><u>IND00259892W</u></b><br><b><u>IND00259893W</u></b><br><b><u>IND00259988W</u></b><br><b><u>IND00259989W</u></b> | <b><u>NA</u></b>                  |

Thanking you & assuring our best services all times.  
Yours Truly  
For Vertiv Energy Pvt Ltd,



A.Srinivas.  
Branch Manager—South East (AP & TS).

**Important Note: Please sign / release Annual Maintenance Contracts / Service Contracts / Purchase Orders with Vertiv Energy Private Limited (India) directly. We have not authorized any partner / agent/ intermediaries to act & accept contract on Company's behalf. VERTIV will not take any responsibility or Liability rising out of service contracts directly taken by any 3<sup>rd</sup> party".**

# PREVENTIVE MAINTENANCE SCHEDULE

Ref : VERTIV / APS - IIL / COMM / 20 -21

Date : 04.OCT.2021

To,

**M/S: APS TECH SYSTEMS PVT LTD.**

**A/C: IINDIAN IMMUNOLOGICALS LTD.**

RAKSHAPURAM, GACHIBOWLI POST, HYDERABAD, TELANGANA, -500032, IN.

Dear Sir,

Please find the below preventive maintenance schedule for the UPS systems and batteries which have Been Commissioned in your premises for the period as mentioned below.

**MAINTENANCE PERIOD:**

| LOCATION   | FROM        | TO          |
|------------|-------------|-------------|
| GACHIBOWLI | 04.OCT.2021 | 03.OCT.2022 |

**MAINTAINANCE SCHEDULE:**

|  |          |
|--|----------|
| Preventive maintenance 1 <sup>st</sup> due | MAR 2022 |
| Preventive maintenance 2 <sup>nd</sup> due | SEP 2022 |

Thanking & assuring our best services at all times.

Yours Truly

For Vertiv Energy Pvt Ltd.



T.RAMAN

Asst. Manager – Power Operation.

# SERVICE CALL LOGIN PROCEDURE

## CALL LOGIN PROCEDURE – UPS/PAC

### Steps 1:

CALL TOLL FREE CALL CENTRE NUMBER AS PER ESCALATION MATRIX

**From Any Networks :1800-2096070**

### Step 2:

#### Provide the following details

Your Company Name :

**M/S: APS TECH SYSTEMS PVT LTD.**

**A/C: IINDIAN IMMUNOLOGICALS LTD.**

RAKSHAPURAM, GACHIBOWLI POST, HYDERABAD, TELANGANA, -500032, IN.

Model : HIPULSE U

Rating : 40KVA

System Serial No : 202107HU5278

Is it Under Warranty / AMC : Under warranty till 03/SEP/2022

Your Name & contact Number : Mr.

### Step 3:

Report the Nature of Problem / Complaint

Give the Detail of Fault Alarm in LCD Display

### Step 4:

Obtain the TICKET NO. from the Call Centre

**\*\*Please provide the Ticket No for further any Communications with us.**

# ESCALATION MATRIX

## SERVICE CALL LOGGING – MHKVA

LEVEL 1

**24Hrs Toll Free Help Line  
1800 209 6070  
(All Telecom Services)**

Other Direct call

Call center. numbers: 022-25302662, 022-67027102

Call center mail ID: [Customer.care@Vertivco.com](mailto:Customer.care@Vertivco.com)

**For Any Other Local  
Communications**

LEVEL 2

Mr. Avijit Chakraborty – Mobile: +91 9771472241

Email: [Avijit.chakraborty@vertiv.com](mailto:Avijit.chakraborty@vertiv.com)

Mr. A. Muni Bhaskar – Mobile: +91 8978677755

Email: [Arigala.Bhaskar@vertiv.com](mailto:Arigala.Bhaskar@vertiv.com)

LEVEL 3

Mr. T. Padmarao

Asst. Manager Operation - Hyderabad

Email: [T.Padmarao@Vertiv.com](mailto:T.Padmarao@Vertiv.com)

Mobile: +91 7400059191

LEVEL 4

Mr. L. Karunakumar,

Manager – Power Operation, Hyderabad

Email: [L.Karunakumar@Vertiv.com](mailto:L.Karunakumar@Vertiv.com)

Mobile: +91 7400092742

LEVEL 5

Mr. A. Srinivas

Branch Manager – AP & TS

Email: [A.Srinivas@Vertiv.com](mailto:A.Srinivas@Vertiv.com)

Mobile: +91 7045033596

# DO'S & DON'TS

## DOS & DON'T'S

### Do's

- Maintain Dust Free Environment – UPS Room.
- Maintain Battery Room Temperature at 25 Deg C.
- Refer User Manual whenever necessary.
- For any Breakdown/ Maintenance Please contact Vertiv Service Engineer.
- Check for proper air circulation on daily basis and Check the Cooling Fans on daily basis.
- Maintain Hourly Log book for UPS System.
- Regular Checks for water seepage from air ducts above the UPS System.
- For proper interpretation of alarm's and warnings please refer user manual.

### Don't

- Never allow unauthorized and untrained person inside the UPS Room.
- Never touch the Isolators, MCCB, PCBs on the UPS Systems without consulting Vertiv Engineer.
- Do not store any things on the top of UPS System, which may block the air circulation.
- Do not store any metal objecting, wastages inside the UPS Room /Battery Room.
- Don't not operate Emergency stop in UPS, operate only in case of fire.

# STANDARD OPERATING PROCEDURE

## STANDARD OPERATING PROCEDURE FOR HIPULSE U UPS SYSTEMS.

### Switch ON Procedure:

1. *Switch ON the Input Supply.*
2. *Wait for 2Minutes and ensure that the Rectifier voltage becomes stable.*
3. *Turn ON the battery circuit breaker.*
4. *Switch ON the bypass isolator.*
5. *Before switch ON the Output isolator ensure that all output sub –DB's are off.*
6. *After closing the output breaker, inverter is feeding the supply into load end.*
7. *Ensure that all the indicators are in the green color.*

### Switch OFF Procedure:

1. *Ensure that the entire load is in OFF condition.*
2. *Switch OFF the output Isolator.*
3. *Switch OFF the Bypass Isolator.*
4. *Switch OFF the Battery breaker.*
5. *Switch OFF the Input Breaker.*



**VERTIV™**

