

Approval No : 2025038583

Date : 2026-02-09 16:22:11

Category : In Principle

Amount : 5900000

Initiator : Parameshwar N

Status : Approved

Department : Management Services

Note To : Non Committee

Subject : Approval for interim corrective actions for Air Handling Units (AHUs) at CPC Seawoods and initiation of RFP Process

Query/Response Log

Response By : Rajnish Madhukar

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Response : Sir, It is correct that President Ops and IT is vested with full sanctioning powers for expenses under the head of Repair. However, this initiative is different in the sense that here we intend to replace the old equipment. We have called a consultant who has examined the facility and has recommended a higher capacity machines to be deployed to meet the requirement of the floor. In our opinion this is of the nature of fresh installment of this kind of machines with significant cost outlay, hence we have presented this before your goodself for approval.

Query By : Dorababu Daparti

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Query : Please indicate the relevant expenditure head and mention the applicable Delegation of Financial Powers (DFP) for the proposal. If the expenditure is falling under "Repairs", President (Ops & IT) is vested with full powers under this head, as per DFP.

Response By : Parameshwar N

Page No. : Page Reference :

Response : Dear Sir, The response is attached as an additional file. The consultant response is given along with it CPC response is also added.

Query By : Subodh Jha

Page No. : Page Reference :

Query : Please submit the responses on the comments of Mr. Sanjiv Waghmare.

Comment Log

Comment By : Sanjiv Waghmare

Page No. : Page Reference :

Comment : The clarification on the queries is request before proceeding for approval, the queries as under: Query: As per Para No. 3 of the Executive Summary of the DBR, it is mentioned that "The 9th Floor was purchased recently along with its air-conditioning systems and ducting and is the least problematic area in terms of issues related to thermal discomfort." However, the consultant report does not provide Clear fault identification list and cost for correction for the newly occupied 9th Floor premises. Query: As per the DBR, under Option No. 3 (Immediate Corrective Measures), an amount of ₹25 lakhs has been proposed towards monitoring which should clearly indicate the existing and proposed mechanism along with proposed parameters. Clarification on whether the proposed monitoring system will be integrated into the existing Building Management System (BMS) or it will operate through proprietary software. In case of proprietary software, how will integration, accessibility, AMC, and long-term sustainability be managed. Considering the significant financial implication, detailed technical justification and system configuration details will also be required before proceeding further. Query: Further, if any one of the recommended options suggested in the DBR is considered and executed, the provision to be outlined for preventive maintenance or a long-term sustainable solution. The clarification will include: "Whether a structured preventive maintenance plan has been considered." "Whether the recommended options address the root causes identified during the survey or this will only provide interim relief." Also, what long-term measures are proposed to ensure sustained performance and avoid recurrence of similar issues.

Activity log

Parameshwar N has initiated the note on 09-FEB-2026 16:22 and sent to Vurimi Naga Venkata Rajanikanth.

Vurimi Naga Venkata Rajanikanth has recommended the note on 09-FEB-2026 17:42 and sent to Rajnish Madhukar.

Rajnish Madhukar has recommended the note on 10-FEB-2026 09:48 and sent to Subodh Jha.

Subodh Jha has referred the note to Sanjiv Waghmare on 12-FEB-2026 19:13.

Sanjiv Waghmare has reviewed the note on 16-FEB-2026 19:25 and sent to Subodh Jha.

Subodh Jha has raised query to Parameshwar N on 17-FEB-2026 19:32.

Parameshwar N has replied to the query raised by Subodh Jha on 23-FEB-2026 18:11.

Subodh Jha has recommended the note on 27-FEB-2026 10:58 and sent to Durgadas G.

Durgadas G has recommended the note on 27-FEB-2026 14:50 and sent to Dorababu Daparti.

Dorababu Daparti has raised query to Rajnish Madhukar on 04-MAR-2026 19:59.

Rajnish Madhukar has replied to the query raised by Dorababu Daparti on 24-MAR-2026 09:46.

Dorababu Daparti has recommended the note on 24-MAR-2026 12:08 and sent to Amit Jhingran.

Final approval has done for the note on 26-MAR-2026 17:21 by Amit Jhingran.

Approval History

Amit Jhingran - MD & CEO=====>Approved

Note No. OPS/MS-CPC/2025-2026/03

Date: 9 February 2026

MD & CEO

Deputy CEO

President (Ops & IT)

EVP & Chief of HR and MS

COO

Dy COO- Renewal, Retention & Servicing

Subject: Approval for interim corrective actions for Air Handling Units (AHUs) at CPC Seawoods and initiation of RFP Process

1. Background

The Air Handling Units on the 7th and 8th floors at CPC, Seawoods were installed during FY 2016 when the premises were first occupied and were covered under a 5-year warranty, which has since expired. Currently, the AHUs are not covered under any annual maintenance contract (AMC). The 9th floor, occupied in October 2024, also has AHUs which are out of warranty. At present, there are 10 AHU units catering to the 7th, 8th, and 9th floors of CPC Seawoods.

There is regular feedback from employees across the departments regarding the heat and insufficient cooling. The complaints are very high during peak summer, making employees inconvenient. Due to absence of the AMC, we get regular cleaning of ducts to improve flow of cool air. However, this is not improving the situation.

To assess present condition and performance of air- conditioning across the floors, we have vide approval note no. 2025034603 (**Enclosed as Annexure 1**) sought approval to hire M/s Energetic Consulting Pvt. Ltd. to conduct a detailed survey and submit a technical report with recommendations. The consultant has completed the study of the AHUs and air flow of all the areas in all the three floors and submitted the report.

2. Key Observations from Consultant's Report

As per the report submitted by Energetic Consulting Pvt. Ltd. (**Enclosed as Annexure II**), the overall condition of the AHUs is poor, and the system is currently delivering only around 50% of its rated capacity, despite adequate installed capacity.

The major issues observed include:

- Worn-out and choked AHU filters
- Air leakages in AHUs
- Non-functional VAV boxes
- Bypassing of VFDs and VAVs
- Inadequate VAVs and dampers
- Improper air distribution mechanism
- Imbalance between supply and return air provisions
- Due to the above issues, delivered air quantity and thermal comfort, especially during summer, is a significant concern for staff.

The table below shows the capacity delivered by the AHUs' against capacity currently:

Location	AHU Tag #	Area Served	Rated Capacity, CFM	Delivered Air flow, CFM
7 th Floor	7D - 1A	Office	12806	7964
7 th Floor	7D - 1B	Cafeteria	12736	5278
8 th Floor	8D - 1A	Office	12735	7496
8 th Floor	8D - 1B	Office	13516	7955
8 th Floor	8E - 2A	Office	14301	8417
8 th Floor	8E - 2B	Office	11824	6959
8 th Floor	8F - 3A	Executive Area	7547	4442
8 th Floor	8F - 3B	Executive Area	13115	7719
9 th Floor	ETU- 150 H	Office	20000	5945
9 th Floor	ETU-200 H	Office	14000	3472
		Total:	132580	65648

3. Options Suggested by the Consultant

Option 1: Complete Replacement of AHUs with New Ducting and False Ceiling

- Requires vacating staff for 5–6 weeks per wing
- Operationally not feasible
- **Estimated cost: ~₹4.58 Cr**

Option 2: Replacement of Major AHU Components (fans, motors, coils, etc.)

- Replacement/addition of defective components
- Moderate disruption
- **Estimated cost: ~₹3.13 Cr**

Option 3: AHU and Duct Cleaning with Minor Corrective Works (Stop-Gap Arrangement)

- Immediate improvement with minimal disruption
- Acts as an interim solution until major restructuring is undertaken
- **Estimated cost: ₹59 Lakh**

Annexure III provides the extract of estimated cost from the report submitted by Energetic Consulting Pvt. Ltd.

Overall, the estimated budget ranges from ₹59 lakh and ₹4.58 Cr, depending on the option selected.

4. Challenges in Undertaking Corrective Works

While work inside AHU rooms can be carried out during weekends with minimal disturbance, air distribution-related work would require relocation of staff, computers, and documents, making large-scale modifications operationally challenging.

5. Proposed Approach

Based on the consultant's recommendation and operational feasibility, it is proposed to adopt **Option 3** as an immediate corrective measure.

Under this option:

- AHU and duct, repairing of components, increasing fans speed by pulley alterations and VAV repairing including air balancing and cleaning will be undertaken

We propose to float an open RFP for selection of suitable vendor to **carry out the above activities/repairs as one time measure** and enter into **AMC for AHUs** for 3 years, extendable by 2 additional years.

It is proposed to initiate an Open RFP process, with a Techno-Commercial evaluation ratio of 70:30.

6. Constitution of Evaluation Committee

To oversee the RFP and procurement process, it is proposed to constitute the following committee:

1. Mr. Venkat Krishnan – SVP & Head, Resilient Operations
2. Mr. Sanjiv Waghmare – SVP Management Services
3. Mr. Chandrasekar M – SVP & Head, Process Quality
4. Ms. Punam Agarwal – SVP Finance
5. Mr. Subasis Gupta – VP, IT Risk, Audit & Compliance Governance
6. Mr. Harsh Shrivastava – Consultant (IT Procurements & Vendor Management)

Management Services team at CPC along with Mr. Shirish M. Deshpande – Consultant, Energetic Consulting Pvt. Ltd will be overseeing the RFP process and supporting the committee in finalizing the Scope and technical requirement for the RFP.

A quorum of four (4) members is proposed for conducting committee meetings related to the e-tendering and bid evaluation process.

7. Role of the Committee

The committee with the support of the consultant. will be responsible for:

1. Finalizing the scope of work with the support of consultant.
2. Evaluating technical and commercial bids as per the approved scope
3. Identifying latest requirements and technological advancements
4. Negotiating with bidders to obtain the best commercial terms
5. Submitting recommendations for financial approval

8. Approval Sought

Approval is requested for the following:

- a) Approval to take up Option 3 as recommended in the report submitted by Energetic Consulting Pvt. Ltd.
- b) Approval to initiate the Open RFP process as per the selected option
- c) Approval for formation of the committee as detailed above
- d) Approval of the roles and responsibilities of the committee

Submitted for approval.

N. Parameshwar
VP – VM & MS