Equipment Specification Bid Template

Name of Equipment Item ________________________________

1. Name of School ________________________________

2. Number needed ________________________________

3. Expected or required date of completion:

4. Preapproved Model number(s) and Manufacturer(s) of the item and statement of pre-approved equipment item.

5. The _______________ shall be furnished with standard features such as the following:

   a. (Enter all standard features that you are requiring to include the way the doors if equipment has doors are to be hinged)
   b. Any construction options such as stainless steel doors, sides and back if desired (what you want it to look like)
   c. Walk-in freezers/coolers – doors with window or solid stainless steel with safety release inside the door; location of lighting – do you want fluorescent or incandescent lighting and where you want lighting placed; specify flooring and shelving – mounted thermometer external
   d. Cord and plug / refrigeration can specify location of compressor and motor for reaching refrigerators and freezers
   e. Do you want demonstration of equipment operation? If so include
   f. External Size of the unit listed (must be able to fit through the door and fit in the location designated in the kitchen) Overall dimensions of the equipment
   g. Equipment with or without casters
   h. Stainless steel construction required
   i. List all of the features that you expect that are the standard features here

6. Additional accessories some steam jacketed kettles come without a lid and specification of a hinged lid or cover will need to be specified)

7. Internal features ( shelving or pan slides - specify universal or regular slides) for reach-in refrigerators or freezers or pass thru units – also steamer / combi ovens internal features go here)

8. Utility requirements:
   a. Electrical; voltage / phase / amps
   b. Gas (Natural or LP)
   c. Water
   d. Drains
9. Warranty: requirements – standard or extra
   a. Usually one year parts and labor
   b. Refrigeration (cooler and freezer) warranty for compressors are usually 5 years but need to indicate this in the specification

10. Additional requirements:
   a. Energy efficient
   b. Extra shelves or extra slides for refrigeration or heated units and pass thru units
   c. Visit job site for specification accuracy
   d. Bidder deliver, uncrate set in place remove wrapping, level, remove carting from premises, etc.
   e. Final connections need to be addressed – by whom and when
   f. NSF requirements
   g. UL requirements
   h. AGA requirements
   i. Energy Policy Act of 2005 (walk-in requirements)
   j. Energy Star rating for dishwashers, hot food holding cabinet / warmers, ice machines, refrigerators and freezers with solid doors and steamers

11. Hood replacement:
   a. Make sure all codes are meet with the Fire Chief
   b. Penetration of roof for installation
   c. Balance of air
   d. Lighting placement
   e. Grease collection pan(s)
   f. Be sure to research replacement requirements thoroughly for your individual school(s)