



MIZHAR
TECHNICAL SERVICES L.L.C.

2015

BUILDING RENOVATION & MAINTENANCE
WE EASE YOUR BUILDING NEEDS



COMPANY PROFILE



CONTACT DETAILS:

INQUIRY: 055 8686 811 / 0555 85 4489

ADDRESS: P.O Box 4923, Al Qusais, Dubai, UAE

EMAIL: info@buildingmaintenanc.com

WEBSITE: www.buildingmaintenanc.com

TABLE OF CONTENT

VISION, MISSION, OBJECTIVES	1
Our Vision	1
Our Mission	1
Our Objectives	1
INTRODUCTION	2
MAINTENANCE MANAGEMENT	9
General Maintenance Safe Work Method Statement - SWMS	9
Product Details:	11
Related Items:	11
Main Components.....	11
Maintenance Techniques	11
MEP CONTRACTING RESPONSIBILITIES	13
ANNUAL MAINTENANCE CONTRACT.....	14
Guidelines and Procedures:	14
Responsibilities and commitment to work	14
Service Plan	14
PORTFOLIO.....	16
MAINTENANCE CHECKLIST FORM.....	23
Our Clients.....	24
ABOUT US	26
SERVICES:	26



VISION, MISSION, OBJECTIVES

VISION, MISSION, OBJECTIVES

OUR VISION

To be the Top Performing and Most Reckoned in Building renovations & Maintenance in the United Arab Emirates-UAE

OUR MISSION

To consistent deliver satisfactory job.

- **Renovation Maintenance and services that satisfy the needs of our customers**
- **Constantly achieving operational excellence**
- **Conducting our business in a safe, environmentally sustainable and economically optimum manner**
- **Employing a diverse, innovative and results-oriented team motivated to deliver excellence**

OUR OBJECTIVES

We are committed to deliver provable & excellence performance by focusing on the following:

- **Minimize the Customers budget**
- **Realize the customer requirements**
- **Meet our customer satisfaction**
- **Job Guarantee**
- **Safeguard to customer job integrity**
- **Deliver structural cost reductions**
- **Sustain a robust management system**
- **Deliver continuous sustainable HSE. Health, Safety, Security and Environmental excellence**



INTRODUCTION

MIZHAR Technical Services established in Dubai and registered in accordance to the requirements of UAE law. In our huge years of existence, we grew in to one of the reputed company in United Arab Emirates. We are proud to have been trusted by many companies in our field of expertise.

With our operation in Dubai and spread across the entire UAE, We bring in an assortment of professional services in Air conditioning, Refrigeration and Building Maintenance services to ensure our clients satisfaction. Addressing the Building Maintenance challenges effectively and innovatively with our expertise and added engineering solution, we have been successful in executing numerous projects all over UAE.

We take pride in employing the best workforce in our field of expertise and technical knowledge that enable us to execute critical projects in specified time schedule without compromising on quality and safety. We are an equal opportunity employer committed to Health, Safety and Environment responsibility of our employees.

We commit to maintain the perfect balance between prosperity and sustainable growth. This commitment extends to whatever we operate.

The **MTS**. provides services to a wide range of clients, including private homes; multifamily residences, such as apartment buildings and housing projects; schools; libraries; museums; nursing homes; hospitals; government offices; hotels/motels and resorts; restaurants; churches and synagogues; community and senior citizen centers; airports; bus stations; railroad stations; marinas; and other commercial buildings and businesses.

Service industries remained an important element of the Construction & Maintenance at the start of the twenty-first century. One of the fastest growing service industries included the renovation and building maintenance business.

With changes in needs and technology, the old view of the janitor as someone who only swept out a basement has changed dramatically. While custodians or applicator still using hand tolls but they also make use of a variety of other machines, tools, and skills to keep building well maintained. For the most part, custodians and building maintenance employees work indoors, in heated and air-conditioned environments. Work shifts vary tremendously, and some establishments, such as hospitals, large hotels, or transportation companies may employ such personnel on a round-

In individual assignment, one person is responsible for a specific area. That person must know how to do all the different kinds of cleaning required, as well as basic maintenance. In a crew assignment, a team is responsible for an area, usually larger than a single area. Among them, they have all the skills required for the proper cleaning and maintenance required.

Specific air-conditioning assignments are different in that each member of the team has specific skills for a particular area. The team as a whole performs a wide range of jobs. Finally, the general assignment jobs provide almost limitless variety. There may be enough work for one person or a whole team of people. The responsibilities, as well as how many people will be assigned, vary according to needs.



WE PROVIDING AIR CONDITIONING INSTALLATION & SERVICES OF VARIOUS BRANDS FOR INSTALLATION & MAINTENANCE AS FOLLOWING.

WE SERVICE ALL MAKE & MODELS!



Carrier



Air Conditioners











Fire Fighting, Fire Detection & Alarm System · Sanitary and Plumbing Works







MAINTENANCE MANAGEMENT

The platform is extended by a key module able to manage all maintenance procedures and to store the reports of activities executed. Furthermore the ability to keep under control the work flow of maintenance activities increases the park safety, while driving precisely technical teams and scheduling tasks in order to reduce operations costs.

We will develop an understanding of the current needs to operate, maintain, and manage buildings. Heating, ventilating and air-conditioning (HVAC) systems and equipment are primarily discussed as they account for a great deal of operation and maintenance efforts. However, operation and maintenance of plumbing, electrical, life safety systems and other elements of building systems are also presented. After completing the course, you should know:

- We identify the major elements of an effective maintenance program and understand the advantages of transitioning to a proactive maintenance program.
- How to define Computerized Maintenance Management System (CMMS) and describe the types of CMMS.
- The cost considerations associated with owning and operating a building.
- We effectively use controls to measure and monitor building energy performance.
- The functional testing performed during commissioning including the existing-building commissioning process

GENERAL MAINTENANCE SAFE WORK METHOD STATEMENT - SWMS

The Building Maintenance Safe Work Method Statement (SWMS) is a comprehensive document outlining the safety steps, main hazards, risks and controls associated with safety steps associated with building and property maintenance.

This SWMS includes:

- PPE
- Safety Notes
- Planning
- Preparation
- Pre-Operational Inspection
- Operation
- Maintenance
- Emergency Procedures
- Review
- References
- Employee sign off section
- Hierarchy of Controls
- Risk Assessment Matrix



Save time with our pre-filled, fully customizable templates. Simply add your building details and include any site specific details or risks ensuring it is specific to the task at hand. It is then ready for working and inclusion in overall WHS System.

Product Details:

- Written by inspectors
- Easy customization
- Risk ratings before and after control measures
- Provides a framework for safe working methods
- Can be used as part of tender applications, WHS inductions, and Toolbox talks

Related Items:

- Lock Out Tag Out (LOTO) SWMS
- Manual Handling – Hazardous Manual Tasks SWMS
- Power Tools – General Operation SWMS

MAIN COMPONENTS

- Procedure and maintenance calendar
- Automatic notification on maintenance activity deadline
- Fast, easy to use access and control
- Maintenance history data storage

Maintenance Techniques

Maintenance strategy and control, transitioning from reactive to proactive maintenance, maintenance contracts, establishing a minimum standard for inspection and maintenance of equipment, operating and maintenance documentation, and maintenance.

1. HVAC DESIGN AND INSTALLATION

The primary purpose of a heating, Ventilation and Air Conditioning (HVAC) system is to provide adequate ventilation with filtration and maintain proper Air flow, Heating and cooling to the interior. To attain the good quality of air, we have qualified professionals for Heat load calculation; design And Estimation, Work execution and Maintenance services which provide you a hassle free HVAC design and installation and help you attain the ultimate comfort.

2. REFRIGERATION CONTRACTING

Design, Supply & Servicing of refrigeration & equipment in commercial environments such as Restaurants, Kitchens, Walk-in Cold rooms & freezer rooms & of refrigeration equipment.



3. ELECTRICAL AND PLUMBING WORKS

We have a team of professionally qualified Engineers and Technician which the ultimate goal is to provide the best services in Electrical and Plumbing works. A new division is set up for taking up the entire MEP (Mechanical, Electrical and Plumbing) works.

4. ANNUAL MAINTENANCE CONTRACT

Our comprehensive maintenance package is (1) Major and (3) Minor visit per year to ensure your trouble, free operation and to maximize the life of your Air Conditioning equipment. We have also 24 hour emergency response in case of equipment failure.

MEP CONTRACTING RESPONSIBILITIES

- Site Mobilization.
- Project tender document study.
- MEP coordination with the main contractor and definition of the activities relationship and determine the critical activities.
- Re-computation on the system.
- Preparing the document registers such as Drawings, Material submittal and RFI's register.
- Project planning schedules as per the main contractor program.
- Shop drawing production including the required Plans, Sections, Diagram and Details.
- MEP services coordination drawings production to incorporate the services location compare to each other.
- Builders work drawing production to coordinate the services with the structure elements.
- Material procurement including inquiry preparation checking the material submittals, material compliance with the standards and local authorities regulation, material source of origin, material technical data and calculations, material test certificates, calibration guarantees, material quotations and supplier and manufacturer documentations.
- Work shop and stores system establishment.
- Estimation on the materials and manpower requirements. Preparing the BOQ along with the required quantities and cost.
- Staff and manpower hiring.
- LPO and LOI issue.
- Delivery notes arrangements.
- Materials site take over. Including checking the official documentation quantities.
- Structural work clearance request issue.
- Site construction execution.
- Preparing the inspection request after site construction.
- Providing the work progress reports.
- Coordination with different site construction parties such as Architectural and Structural department.
- Site modification study and prepare technical proposals.
- Testing and commissioning and related report issues.
- Providing the maintenance and operational manuals.
- Producing the as built drawing.

ANNUAL MAINTENANCE CONTRACT

GUIDELINES AND PROCEDURES:

Responsibilities and commitment to work

- Responsible for ensuring at all times that the Air Conditioning system in all areas are maintained in order to preserve the quality of the living environment required.
- Commit to provide all labor and tools to perform the duties required in the service plan. Responsible for providing adequate manpower for executing any job within a reasonable period at all circumstances throughout the year.
- To follow all requirements for work and reporting of the works.

Service Plan

- Perform periodically visit during the contract. Inspect, Test, Repair breakdowns during visit and attempt to predict future breakdowns during the visit. Below are the essential points required to cover during visits

A. PREVENTIVE MAINTENANCE

Regular visit Performs comprehensive service and maintenance covering all the following but not limited to:

- ❖ Checking general performance for all units, all units shall be covered and inspected during normal operation.
- ❖ Cleaning cooling coils with approved chemicals for evaporator and condenser coils for all split units (Minimum twice a year).
- ❖ Cleaning all washable air filters for all equipment. Replace if required.
- ❖ Cleaning and flushing condensate drains piping and trays.
- ❖ Checking compressor and cooling coil. Replace compressor if required.
- ❖ Checking all associated Electrical connections. Replace if defective.
- ❖ Checking fan motor and replace if defective, Inspect for noise on fan motors or compressors.
- ❖ Checking of moving parts, Lubricating if required and checking for bearing noise.
- ❖ Checking Thermostats and cut in / cut out temperatures. Replace if defective.
- ❖ Checking and testing control functioning.

B. ANNUAL MAINTENANCE

Our Regular visit perform a most comprehensive service and maintenance covering all points for inspection and preventive maintenance in addition to the following procedures but not limited to:

- ❖ Checking Refrigerant cycle components of the units, repairing all leaks, checking pressure, replacing when required HP & LP switches, cleaning contactors and replacing when required and all associated devices not mentioned above and related with the equipment performance.
- ❖ Check the compressor amperage.
- ❖ Check condenser fan blades.
- ❖ Check evaporator fan blower.
- ❖ Cleaning fan and fan housing.
- ❖ Check the fan motor operation for free movement.
- ❖ Lubricating fan motor bearing / shaft bearing.
- ❖ Lubricating moving parts of all equipment.
- ❖ Check thermostat for proper operation (Temperature setting).
- ❖ Check selector switch.
- ❖ Check supply air temperature.
- ❖ Check and tighten all terminals.
- ❖ Checking of capacitor, Replace if required.
- ❖ Performing required painting for rusted units.
- ❖ Replacing all damaged air filters.
- ❖ Condensate drain tray to be scraped and painted if required.
- ❖ Cleaning compressor body and internal outdoor unit housing.
- ❖ Carrying out any other test and replace any parts not mentioned but necessary for efficient running of the equipment/system as required by the costumer.

Addition for Chilled Water Plant

All above points in addition to:

- ❖ Check suction and discharge pressure.
- ❖ Check entering and leaving temperature.
- ❖ Check metering device.
- ❖ Check condition of flow switch.
- ❖ Check condition of drier cores and replace if necessary.
- ❖ Check oil condition and replace if required.
- ❖ Make chemical analysis of chilled water sample.
- ❖ Check configuration and settings. Adjust if required.
- ❖ Upgrading the software if required.

C. EMERGENCY SERVICES

Providing emergency Services / Facilities to customers if any Emergency or urgent job Please we Proud to serve you 24 Hrs. 7-days a week with no extra charges only for air conditioning related we understand your needs in Emergencies.

Planning and Reporting

- Provide maintenance schedules for the period of preventive maintenance.
- Submit reports which shall be maintaining buildings as well all MEP. Component / Unit running smoothly.
- Maintenance scheduled in order to timely services / overhauling the equipment's during the contract to avoid the breakdown.

PORTFOLIO



RENOVATION

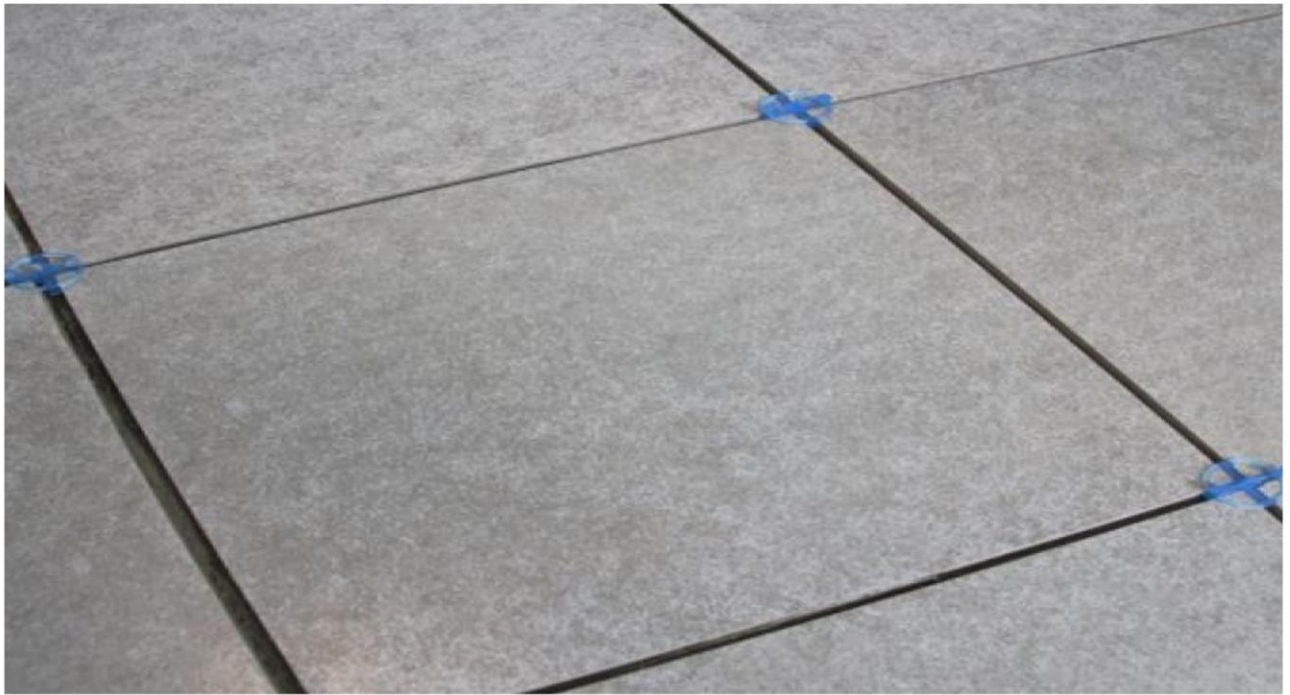
GYPSUM & WOOD PARTITION / WOOD CABINET & PAINTING

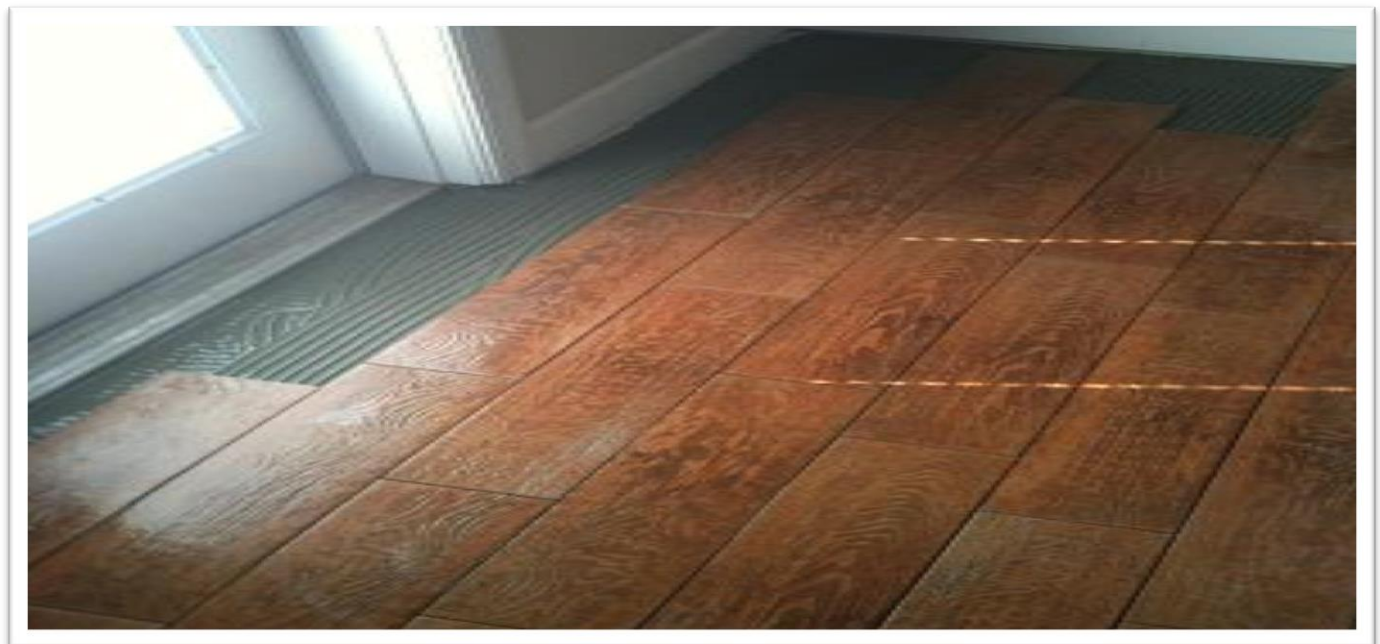
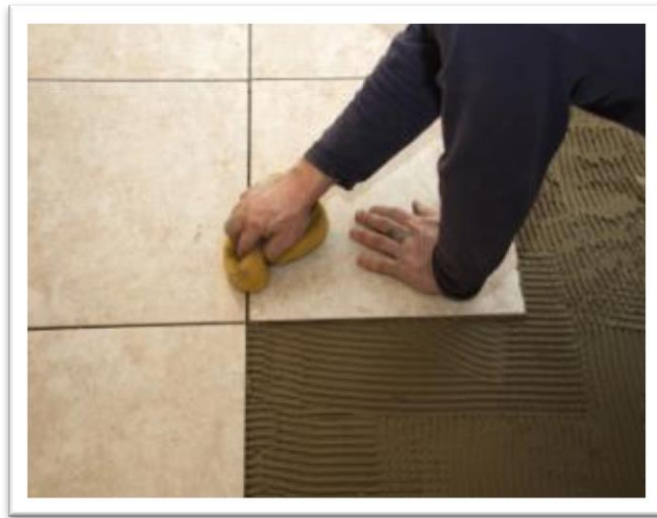




PAVERS & TILES / INTERLOCK KERBSTONE















GENERAL BUILDING MAINTENANCE CHECK LIST PROCEDURE

MAINTENANCE CHECKLIST FORM

Maintenance Status

Plumbing	Description	Good	Normal	Need
Faucets and shower heads	Check interior and exterior faucets for leaks. Clean aerators. Replace washers if necessary.			
Drains	Clean with baking soda. Pour water down unused drains.			
Pipes	Inspect visible pipes for leaks.			
Kitchen and bathroom cabinets	Check under and around for leaks.			
Toilets	Check for stability and leaks.			
Water heater	Check area around water heater for leaks. If you have hard water, drain 1-2 gallons water.			
Interior	Description	Good	Normal	Need
Wood cabinets and trim	Apply a wood protectant.			
Interior doors	Lubricate hinges.			
Garage door	Lubricate hardware. Inspect mechanism for free travel.			
Window and door tracks	Check to see if weep holes are open. Clean out dirt and dust. Lubricate rollers and latches.			
Basement or crawl space	Check for cracks or any sign of dampness or leaks. Check for any evidence of termites or wood-eating insects.			
Ceramic tile	Check and clean grout.			
Electrical and Appliances	Description	Good	Normal	Need
Heating and cooling systems	Clean and replace filters if necessary.			
Kitchen exhaust fan	Remove and clean the filter. Clean accumulated grease deposits from the fan housing.			
Refrigerator	Clean dust from top. Clean refrigerator drain pan. Clean and defrost freezer if necessary.			
Dishwasher	Check for leaks.			
Wiring, electrical cords, and plugs	Check for wear or damage. Replace if necessary.			
Smoke detector	Test for proper operation and replace batteries if necessary.			
GFI outlets	Test for proper operation.			
Exterior	Description	Good	Normal	Need
Foundation	Inspect visible areas, vents, and ducts for cracks, leaks, or blockages.			
Landscaping	Check for proper drainage.			
Concrete and asphalt	Clean oil and grease.			



OUR CLIENTS

1. **Company** : Moov Contracting LLC
Location : Dubai
2. **Company** : VAS Contracting LLC
Location : Dubai
3. **Company** : Abu Dhabi Arch LLC.
Location : Abu Dhabi
4. **Company** : Diyaar Contracting LLC
Location : Abu Dhabi
5. **Company** : AL Sebtain Road Contracting (RTA-Approved Contractor)
Location : Ajman Sharjah & Dubai
6. **Company** : Union Cooperative Society
Location : Ladies Camp in Al Quoz
7. **Company** : Union Cooperative Society
Location : Men's Camp in Al Quoz
8. **Company** : Union Cooperative Society
Location : Men's Camp in Mohaisna
9. **Company** : EPPCO and ENOC
Location : Dubai
10. **Company** : Al Falasi Real Estate Est.
Location : Hamriya – Afra Villa

11. **Company** : Al Falasi Real Estate Est.
Location : Gantoot Area
12. **Company** : Al Falasi Real Estate Est.
Location : Khawaneej Area
13. **Company** : Al Falasi Real Estate Est.
Location : Hamriya Villa – Abdulla 08
14. **Company** : Al Naboodah Laing O’ Rourke LLC
Location : Joinery Branch 1 – Al Quoz
15. **Company** : Al Naboodah Laing O’ Rourke LLC
Location : Joinery Branch 2 – Al Quoz
16. **Company** : Tulips Business Developer
Location : Olive Point and Sienna Lake
17. **Company** : Al Ghurair Investment LLC.
Location : Dubai
18. **Company** : Damac Properties
Location : Dubai



ABOUT US



Company Name:	MIZHAR Technical Services L.L.C.
Company Size:	Up to 10 Employees & (Registered Subcontractors)
Office Address:	Al Qusais, (Opposite side of Dubai Residential Oasis Damascus road) Dubai, UAE.
Store and Workshop:	Warehouse in Al Qusais, Dubai, UAE.

SERVICES:

Buildings Renovations / Maintenance / Fit-out.

- Civil Works Plastering, Tiles & associated jobs.
- Paint Works
- MEP. {Mechanical, Electrical , Plumbing}
- HVAC design and Installation.
- Electrical, Plumbing and Refrigeration Works.
- Annual Maintenance Contract of Commercials & Residences Buildings, Offices.

IN ACCORDANCE WITH THIS COMMITMENT, WE SHALL STRIVE TO:

- 1- Hold Employees and Contractors responsible for their HSE related performance and accountable for the performance of all personnel under their supervision.
2. Ensure that all Employees and Contractors are trained on an ongoing basis in order to maintaining HSE Standards.
3. Practices as well as fostering employee's involvement in improving HSE performance.



4. Develop and maintain risk based emergency response system and facilities as necessary to control and mitigate the effects of any incident that may occur.

5. Establish good relations with communities by entering into dialogue with regulators, Local Authorities and Members of the public and by reasonably addressing their concerns.

We deem the above testimonial has given you a clear idea about the organization and its capability. Please make it a point to add our company in your list of Contractors to refer your requirements to us. We will be cheerful to provide you any further information. Please don't hesitate to contact us for Buildings Maintenance Solutions.

Thanking you in anticipation.

You're sincerely,

Eng. Khalid Saeed Ahmed
MD. (Partner)

Direct cell: +971 55 8686 811

Email: khalid@buildingmaintenanc.com

Website: www.buildingmaintenanc.com

Inquiries: info@buildingmaintenanc.com / click.mts@gmail.com

WE APPRECIATE FOR PERSUAL & YOUR TIME