

Electricity & Water Authority
Electricity & Water Conservation Directorate

Registration of an AC unit - Procedure for Vendors

Vendors are required to submit the soft copies of following documents to submit request for the registration of an AC unit.

1. Registration Form.
2. Authorization letter from the manufacturer / regional distributor.
3. Details of individual AC unit / model (**in excel format**) & an additional excel sheet combining together excel sheets all AC units.
4. Performance test certificate.
5. AC unit catalogue, data sheet, brochure etc.
6. Star label indicating **rated cooling capacity (Btu/h), rated annual consumption & tested EER at T1 test conditions** with other required details.
7. Valid Registration Certificate (CR).

The above documents should be sent to EWA by a local dealer in Bahrain through e-mail (ECS@ewa.bh) for further processing.

Check list for vendors while applying for registration

- Registration Form is complete in all respect. All entries have been filled. **Last page signed & stamped.**
- Authorization letter from the manufacturer / regional distributor is attached.
- **Details of all similar AC unit / model in one excel sheet is attached.**
- AC unit catalogue, data sheet, brochure etc. is attached.
- Performance test certificate is issued by an **ISO 17025 accredited** third party test lab as per applicable test standard (**GSO ISO 5151 & GSO ISO 13253**) indicated in clause 2 & clause 4.2. Scope of ISO 17025 accreditation of test lab for performance testing should also be submitted.
- Test certificate issued by in-house test lab will be acceptable, if the lab is accredited by an ILAC accredited body / National accreditation body which is member of ILAC.
- ISO 17025 accreditation certificate / certificates of test lab for test standards ISO 5151 / ISO 13253 as above.
- Star label indicating **rated cooling capacity (Btu/h), rated annual consumption & tested EER (up to three decimal digits) at T1 test conditions** with other required details
- Valid Registration Certificate (CR) is attached.

A certificate of product registration will be issued by EWA.

In case if application is found complete, it will be accepted & processed further. Incomplete applications will be returned indicating the reason of non-acceptance & vendor will be informed through email.

You may contact Mr. NN Gupta (17991462) or Ms. Lekha (17991472) for any clarification.

Vendors will be informed through email giving details of the approved AC units.
