



Heat Pump Bid Sheet

Customer Name: _____ Phone: _____

Site Address: _____

Mailing Address: _____

Contractor Name: _____ CCB #: _____

Contact Person: _____ Phone: _____

Heat Pump Specifications

Manufacturer:	Model#:
Cooling Capacity (Btu):	SEER:
Note: Cooling capacity is for reference. Equipment selection requires sensible and latent cooling capacity data from manufacturer)	
Heating Capacity (Btu) at 47°:	17°: HSPF:
Heating Balance Point (°F)	Auxiliary Heat Capacity (kW)
Blower CFM:	Type of Air Filter:
Crankcase Heater? Yes No	Accumulator? Yes No
Refrigerant Filter/Drier? Yes No	Manufacturer's Warranty Attached? Yes No
Refrigerant Lines Insulated? Yes No	
Electric panel amperage is adequate to accommodate heat pump? Yes No	

Controls

Thermostat Manufacturer:	Model #:
Programmable Setback Type? Yes No	Emergency Heat Indicator? Yes No
Supplemental Heat Indicator? Yes No	Heat Only Settings? Yes No
Supplemental Heat Lockout? Yes No	Staged Supplemental Heat? Yes No
Microprocessor controlled thermostat: Indoor or Outdoor	
Type of Defrost Control: Time & Temperature or Demand	
Low Pressure Switch? Yes No	High Pressure Switch? Yes No

System Designs

Heat Load Calculations:

ACCA, Manual J	ASHRAE Manufacturer's Method	Other:
----------------	------------------------------	--------

Cooling Load Calculations:

ACCA, Manual J	ASHRAE Manufacturer's Method	Other:
----------------	------------------------------	--------

Duct Design Procedure:

ACCA, Manual D	ASHRAE Modified Equivalent Length	Other:		
Maximum Air Velocity in Ducts:	SUPPLY	fpm	RETURN	fpm
Maximum Air Velocity in Registers:	SUPPLY	fpm	RETURN	fpm

Installation

Location of Outdoor Unit:	Location of Indoor Unit:
Location of Condensate Drain:	Condensate Pump? Yes No Location:
Location of Thermostat:	Filter Location Labeled? Yes No

Total Bid Amount: \$ _____ **Bid Valid Until:** _____

Contractor Signature: _____ **Date:** _____