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Capability statement

A draft company capability statement for review and completion before it is shared with clients. This document describes the proposed service scope; experience, staff and credentials require verification.

Replace every bracketed field before use. No test results, accreditation, certification or project experience are represented by this document.

Clear Air Solutions

HVAC commissioning, testing and balancing, and controls verification for building projects in New Zealand. Based in Auckland; enquiries for other regions are assessed by arrangement.

Commissioning scope

- Pre-functional checks and installation readiness reviews
- Functional performance testing
- Air and water testing and balancing
- BMS and controls verification
- Seasonal commissioning and warranty-period follow-up
- Retro-commissioning and building tuning
- Commissioning management and reporting

Project sectors

Commercial • Healthcare • Education • Industrial • Hospitality • Residential developments

Evidence-led delivery

Design review → construction-phase checks → testing → handover → warranty-period follow-up. Scope, deliverables and acceptance criteria are agreed for the individual project.

Commissioning records can support evidence requirements under the NZ Building Code, including G4 Ventilation and H1 Energy efficiency where applicable, and Code Compliance Certificate processes. Green Star and NABERSNZ support is subject to the project brief and appropriately qualified specialists.

CAPABILITY STATEMENT / COMPLETE BEFORE ISSUE

Verified business details

Required information	Owner to complete / verify
Legal entity / NZBN / GST details	[Insert verified registered details]
Key personnel and qualifications	[Names, roles and relevant verified qualifications]
Certifications / memberships	[Verified body, credential, registration and validity]
Insurance	[Type, insurer, cover and expiry; confirm disclosure permission]
Health and safety	[Verified systems, training and prequalification]
Equipment and calibration	[Instrument inventory and current calibration evidence]
Service area and capacity	[Confirmed regions, resourcing and response arrangements]

Relevant experience — placeholders

[Insert only completed or authorised projects. For each include the client-approved name, location, sector, systems, scope, your actual role, dates and substantiated outcomes. Obtain permission for photographs, logos and testimonials.]

Contact

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Contact details are retained from the supplied website source and should be checked before publication. Commercial proposals should clearly state whether amounts are inclusive or exclusive of 15% GST, where GST applies.

Publication checklist: verify every business claim; replace every bracketed field; remove unsupported credentials and client references; confirm current service availability; approve the final revision.