

3.0 Contractual Requirements

3.1 Specifications and Standards

The need for defence materiel to withstand severe handling and operational environments dictates the need for components and materials to meet strict standards of quality. Military Specifications (MIL Specs) have been developed for most materials and components and the supplier must meet these specifications. The specific requirements to be met on any particular solicitation are listed, or "called up" in the Bid Set.

Military specifications and standards are available by mail from:

Naval Publications and Forms Center
(N.P.F.C.)
5801 Tabor Avenue
Philadelphia, PA 19120
Telephone: (215) 697-2000

NPFC prints and distributes all the military series documents and distributes within DOD the industry specifications and standards adopted by the Military Services.

To fulfill a request for a specification the NPFC requires the number assigned to the specification and preferably also its title. When the document is positively identified, there is virtually no difficulty in obtaining a copy. DOD requires no justification for ordering copies of specifications or standards, and there is no charge for a single copy.

When a company urgently requires specifications in order to respond to a U.S. Bid Set, a telegraphic request, stating the solicitation number and the need for the document in order to bid, will receive a prompt response. Routine mail requests are answered with much less dispatch.

One available aid to identification is the DOD Index of Specifications and Standards (DODISS) which lists approximately 25,000 current specifications and 10,000 standards. It is available on an annual subscription basis from:

Superintendent of Documents
Government Printing Office
Washington, D.C. 20402.

The U.S. National Bureau of Standards has a research service available to the public and publishes an index of U.S. Voluntary Engineering Standards which contains a listing of some 20,000 documents and the source from which they may be ordered. This publication can also be ordered from the Superintendent of Documents at a price of \$9 a copy. It is also available in microfiche at 75 cents per set.

3.1.1 Specifications by Subscription

Military and Federal Specifications and Standards including Qualified Products Lists (See 3.3 below) can be obtained on a subscription basis with automatic mailing.

Subscriptions will be accepted on the basis of the Federal Supply Classification for a single class or for as many individual classes as the subscriber chooses. Applicable classes may be determined by referring to the list of "Federal Supply Groups and Classes", Cataloguing Handbook H2-1, which is available free of cost from:

The Director
Navy Publications and Printing Service Office,
700 Robbins Avenue,
Philadelphia, PA 19111

The Federal Supply Classification System is the basis for inventory and supply management systems of all U.S. government agencies.

Subscriptions may be forwarded at any time to the above address in any form accompanied by a certified bank cheque or postal money order payable to the Treasurer of the United States. The subscriptions cost \$9.00 (U.S.) per class per year and include revisions issued during that year. The subscriber should provide the class title as given in Handbook H2-1 for each class listed in his subscription order.

3.1.2 Prime Contracts

Canadian companies receiving solicitations from U.S. military agencies, including those received through CCC, will normally find that MIL Specs for components, material, testing, packaging, packing, etc. and Federal (FED) standards are not provided with the bid package. The procedures outlined above should be followed to obtain all unclassified specifications and standards. To receive classified specifications and bid support documents, a request must be made to CCC. The request must include the solicitation number, the U.S. Agency issuing it, the closing date of the bid, and the name and telephone number of the U.S. contracting officer, if known.

It should be noted that statements of work to be performed, drawings, etc. can be obtained only from the agency originating the solicitation. Normally, the name, address, and telephone number of the person to contact at the soliciting agency office is in the bid package. If the information is not given in a bid set the Canadian company should immediately wire Canadian Commercial Corporation or phone (819) 994-3314

3.1.3 Subcontracts

Drawings, specifications, and other unclassified technical data required to perform the work are normally furnished by the U.S. prime contractor. Standard specifications should be obtained as described in 3.1.

A Canadian firm wishing to obtain classified material from a U.S. defence contractor in connection with subcontract work should seek assistance from