

**STATEMENT OF WORK (SOW)  
for the  
Inspect and Repair Only as Necessary  
(IROAN)  
of the  
SHELTER, NONEXPANDABLE,  
10 FOOT RIGID  
ELECTRONIC MAINTENANCE COMPLEX (EMC)**

**NSN 5411-01-304-6123**

Prepared by  
MARINE CORPS SYSTEMS COMMAND, (PMM162) ALBANY, GA

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STATEMENT OF WORK  
 For the IROAN of the  
 SHELTER NONEXPANDABLE 10 FOOT RIGID ELECTRONIC MAINTENANCE  
 COMPLEX (EMC)  
 NSN 5411-01-304-6123

1.0 SCOPE. This Statement of Work (SOW) establishes, sets forth tasks and identifies the work effort that shall be performed by the Contractor to IROAN the Shelter, Nonexpandable, 10 Foot Rigid Electronic Maintenance Complex (EMC), NSN: 5411-01-304-6123; hereafter referred to as the 10 Foot EMC Shelter. This document contains requirements to restore the 10 Foot EMC Shelter, drawing number 87036A0000, CAGE 01365, to Condition Code "A". Condition Code A is defined as "serviceable/issuable without qualification, new, used, repaired or reconditioned materiel which is serviceable and issuable to all customers without limitation or restriction, including materiel with more than six months shelf-life remaining."

1.1 Background. IROAN is defined as "That maintenance technique which determines the minimum repairs necessary to restore equipment components or assemblies to prescribed maintenance serviceability standards by utilizing all available diagnostic equipment and test procedures in order to minimize disassembly and parts replacement."

2.0 APPLICABLE DOCUMENTS. The following documents form a part of this SOW to the extent specified. Unless otherwise specified, the issues of these documents are those listed in the Department of Defense Index of Specifications and Standards (DODISS) and supplement thereto which is in effect on the date of solicitation. In the event of conflict between the documents referenced herein and the contents of this SOW, the contents of this SOW shall be the superseding requirement.

2.1 Military Specifications

MIL-C-81309	Corrosion Preventive Compounds, Water Displacing, Ultra Thin Film
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2.2 Military Standards

MIL-STD-129	DoD Standard Practice for Military Marking
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MIL-STD-2073-1D	DoD Standard Practice for Military Packaging
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2.3 Other Government Documents and Publications. The issues of those documents cited below shall be used.

SL-3-09273A	Components List for Shelter, Nonexpandable, 10 Ft., RGD/EMC
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TM 5410-14/1	Intermediate Maintenance Instructions Electronics
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	Maintenance Complex
TM 5411-14/1	Marine Corps Expeditionary Shelter System (MCESS) (Small Shelter Family) Operation and Maintenance Instructions
TM 5411-14&P/2	Marine Corps Expeditionary Shelter System, General Purpose Shelter, Operations and Maintenance Instructions with Repair Parts
Engineering Drawing 87036A0000 CAGE 01365	Technical Data Package for the 10 Foot Rigid Electronic Maintenance Complex (EMC)
DoD 4000.25-1-M	Military Standard Requisitioning and Issue Procedures (MILSTRIP)

Military Handbooks (For Guidance)

MIL-HDBK-61	Configuration Management Guidance
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2.4 Industry Standards

JESD625-A	Requirements for Handling Electrostatic-Discharge Sensitive “(ESDS)” Devices
ANSI/ISO/ASQC Q9001-2000	Quality Management Systems-Requirements

Industry Standards (For Guidance)

ANSI/EIA-649	National Consensus Standard for Configuration Management
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Copies of Military Standards and Specifications are available from the DOD Single Stock Point, Document Automation and Production Service, Building 4/D, 700 Robbins Avenue, Philadelphia, PA 19111-5094, commercial telephone number (215) 697- 2179 or DSN 442-2179, or <http://www.dodssp.daps.mil>. Copies of other government documents and publications required by contractors in connection with specific SOW requirements shall be obtained through the Contracts Department (Code 891), P.O. Drawer 43019, 814 Radford Blvd., Marine Corps Logistics Bases, Albany, Georgia 31704-3019, commercial telephone number (229) 639-6761 or DSN 567- 6761. Copies of engineering drawings, if applicable, shall be obtained from Supply Chain Management Center, Attn: Code (583-1), 814 Radford Blvd., Suite 20320, Albany, Georgia 31704-0320, commercial telephone number (229) 639-6476 or DSN 567-6476.

### 3.0 REQUIREMENTS

3.1 General Tasks. In fulfilling the specified requirements, the Contractor shall provide materials, labor, equipment, facilities and missing/repair parts, necessary to inspect, diagnose, restore, test and calibrate the 10 Foot EMC Shelter. Upon completion of repairing the subject item it shall be Condition Code "A".

3.2 Detail Tasks. The following tasks describe the different phases for repair of the 10 Foot EMC Shelter:

Phase I	Pre-Induction
Phase II	Repair
Phase III	Inspection, Testing and Acceptance
Phase IV	Packaging, Handling, Storage and Transportation (PHS&T)

3.2.1 Phase I - Pre-Induction. A Pre-Induction Inspection Analysis shall be performed for each 10 Foot EMC Shelter within five working days of induction into the Contractor's facility for evaluation of repair capability. If repair is not feasible, assign Condition Code "H" (CC "H"), notify MCSC (Code PMM162), Albany, GA, for disposition instructions, otherwise assign CC "M" and induct into the repair cycle. The Pre-Induction Checklist (Appendix A) shall be used to report all anomalies and shall be provided to the government in accordance with Section 4.0 of this SOW.

3.2.2 Phase II – Repair. After Pre-Induction Tests and Inspections have been completed, repair of the 10 Foot EMC Shelter shall be accomplished in accordance with this SOW. Deficiencies noted on the Pre-Induction Checklist during Phase I shall be repaired/replaced. Components or assemblies shall not be disassembled for replacement of parts unless that part has failed, or the component assembly wherein the part is located is disassembled for repair.

#### a. Hardware

(1) Replace broken, unserviceable and/or missing hardware including nuts, bolts, screws, washers, turnlock fasteners, mandatory replacement items, safety and one-time use items. Unserviceable would include any of the above that failed to function properly.

(2) Ensure proper hardware locking devices are present on all moving mechanical assemblies.

(3) Hardware normally supplied with commercial parts shall be used unless specifically prohibited.

b. Any Modification Instructions (MIs) or Engineering Change Proposals (ECPs) not previously applied shall be incorporated.

### 3.2.3 Phase III - Inspection, Testing and Acceptance

a. Inspection, Testing and Acceptance of the 10 Foot EMC Shelter shall be conducted in accordance with SL-3-09273A, TM 5410-14/1, TM 5411-14/1, MIL-C-81309, TM 5411-14&P/2, Engineering Drawing 7036A0000 CAGE 01365 and DoD 4000.25-1-M.

b. The Contractor shall be responsible for correcting any deficiencies identified during inspection/testing. MCSC (Code PMM162), Albany, GA representatives may require the Contractor to repeat tests or portions thereof, if the original tests fail to demonstrate compliance with this SOW.

### 3.2.4 Phase IV - Packaging, Handling, Storage and Transportation (PHS&T)

a. The Contractor shall be responsible for preservation and packaging of item(s) being repaired under the terms of this Statement of Work. Items being prepared for long-term storage and shipment to overseas destinations shall be preserved and packaged in accordance with the Level "A" requirements of MIL-STD-2073-1D, Appendix A, Table A. VI., Electronic Equipment. Items scheduled for domestic shipment, for immediate use and short-term storage shall be to Level "B" requirements.

b. Marking for shipment and storage shall be in accordance with MIL-STD-129.

c. The Marine Corps will provide the contractor with the shipping address(es) for delivery of the repaired equipment. The Contractor shall be responsible for arranging for shipment to the pre-designated site(s). The Marine Corps will be responsible for transportation costs associated with shipping the subject equipment to and from the Contractor.

3.3 Government Furnished Equipment (GFE)/Government Furnished Materiel (GFM). The Management Control Activity (MCA/Code 571-1) will coordinate Government Furnished Equipment/Government Furnished Materiel (GFE)/(GFM) requests and maintain a central control system on all government owned assets in the contractor's possession. The MCA will forward a GFE Accountability Agreement to the contractor for signature on an annual basis to establish a chain of custody and identify property responsibilities for Marine Corps assets. The contractor is to acknowledge receipt of GFM to the MCA within 15 days of receipt. This can be done by mailing a copy of the DD 1348 to Materiel Management Department, Management Control Activity (Code 571-1), 814 Radford Blvd., STE 20320, Albany, GA 31704-0320 or faxing a copy to commercial telephone number (229) 639-5498 or DSN 567-5498.

3.4 Contractor Furnished Materiel (CFM). The Contractor may requisition materiel as required in the performance of the SOW through the DoD Supply System. DoD 4000.25-1-M (MILSTRIP) Chapter 11 provides guidance to contractors on the requisitioning process. The contractor's decision to utilize CFM procured from the DoD Supply System shall be based upon cost effectiveness, availability of materiel and the required completion/delivery date.

3.5 Electrostatic Discharge (ESD) Control Program. The Contractor shall establish, implement and document an ESD control program following the guidelines provided in JESD625-A. ESD protective measures shall be used during manufacturing, handling, inspection, testing, marking, packaging, storing and transporting ESD sensitive components.

3.6 Quality Assurance Provisions. The Contractor shall provide and maintain a Quality System that, as a minimum, adheres to the requirements of ANSI/ISO/ASQC Q9001-2000, Quality Management Systems-Requirements. The program shall ensure quality throughout all areas to include processing, assembly, inspection, test, maintenance, and preparation for delivery and shipping. Unless otherwise specified in the contract, the contractor shall be responsible for performance of all inspection requirements. MCSC (Code PMM162), Albany, GA representative reserves the right to perform any of the inspections set forth in the contract where such inspections are deemed necessary to assure products and services conform to the prescribed requirements.

3.7 Acceptance. The performance of the Contractor and the quality of work delivered, including all equipment furnished and documentation written or compiled, shall be subject to in-process review and inspection during performance. Inspection may be accomplished in-plant or at any work site or location, and MCSC (Code PMM162), Albany, GA representatives shall be permitted to observe the work or to conduct an inspection.

3.8 Rejection. Failure to comply with any of the specified requirements listed herein shall be reason for rejection by MCSC (Code PMM162), Albany, GA representative. The Contractor shall, at no additional cost to MCSC (Code PMM162), Albany, GA correct the deficiencies and repeat the verification until an acceptable compliance with acceptance test procedures is demonstrated.

3.9 Configuration Control. The Contractor shall apply configuration control procedures to establish configuration items. The Contractor shall not implement configuration changes to an item's documented performance or design characteristics without receiving prior written authorization. The baseline configuration has been defined by Technical Data Package 87036A0000. Deviations from this established baseline configuration shall not be allowed without the express written approval of the Logistics Management Specialist (Code PMM162). All permanent changes to the form, fit or function of the baseline shall be by Engineering Change Proposal. MIL-HDBK-61 and ANSI/EIA-649 provide guidance for preparing this configuration control document. If it is necessary to temporarily depart from the authorized configuration, the Contractor shall submit a Request for Deviation. MIL-HDBK-61 and ANSI/EIA-649 provide guidance for preparing this configuration control document.

4.0 REPORTS. All report deliverables shall be submitted in hard copy to Commander, Marine Corps Systems Command (Code PMM162 ), 814 Radford Blvd., Suite 20343, Albany, Georgia 31704-0343, unless directed otherwise in a Contract Data Requirements List.

4.1 Pre-Induction Checklist. The Contractor shall complete the Pre-Induction Inspection Checklist (Appendix A) for each 10 Foot EMC Shelter repaired. These documents shall be available prior to final acceptance testing. One copy of each document shall be provided to

MCSC (Code PMM162), Albany, GA within 30 days after final acceptance of the 10 Foot EMC Shelter.

4.2 Test/Inspection Report. The Contractor shall provide a Test/Inspection Report for each 10 Foot EMC Shelter.

4.3 Repairable Item Inspection Report. The Contractor shall provide a Repairable Item Inspection Report for each 10 Foot EMC Shelter. The report shall be identified by United States Marine Corps Serial Number.

4.4 Monthly Progress Reports. The Contractor shall provide Monthly Progress Reports summarizing the progress and status of the 10 Foot EMC Shelter Program.

**INSTRUCTIONS**

DEPARTMENT OF DEFENSE: DLAR 4140.55/AR 735.11.2/NAVSUPINST 4440.127E/AFR 400.54/MCO 4430.3E, Reporting of Item and Packaging Discrepancies, and DLAR 4140.60/AR 12-12/NAVSUPINST 4920.9B/AFR 67.7/MCO 4140.1B, processing Discrepancy Reports Against Foreign Military Sales Shipments. CIVILIAN AGENCIES: See FPMR handbook cited in 19 (2) (a).

REPORT OF DISCREPANCY (ROD)		1. DATE OF PREPARATION	2. REPORT NUMBER <input type="checkbox"/>	
SHIPPING		PACKAGING		
3. TO: (Name and Address, Include ZIP Code)		4. FROM: (Name and Address, Include ZIP Code)		
5a. SHIPPERS NAME		5b. NUMBER AND DATE OF INVOICE	5c. TRANSPORTATION DOCUMENT NUMBER (GBL, Waybill, TCN, etc.)	
7a. SHIPPER'S NUMBER (Purchase Order/Shipmet, etc)	Contract,	7b. OFFICE ADMINISTERING CONTRACT		8. REQUISITIONER'S NUMBER (Requisition, Purchase etc.)
9. SHIPMENT, BILLING, AND RECEIPT DATA			10. DISCREPANCY DATA	
NSN/PART NUMBER AND NOMENCLATURE		UNIT OF ISSUE	QUANTITY SHIPPED/BILLED	QUANTITY RECEIVED
(a)		(b)	(c)	(d)
12. REMARKS (continue on separate sheet of paper if necessary)				

1. DISCREPANCY CODES	2. ACTION CODES
<b>CONDITION OF MATERIAL</b> C1 - In condition other than that indicated on release/receipt document C2 - Expired shelf life C3 - Damaged parcel post shipment <b>SUPPLY DOCUMENTATION</b> D1 - Not received D2 - Illegible or mutilated D3 - Incomplete, Improper or without authority (Only when receipt cannot be properly processed) <b>MISDIRECTED MATERIAL</b> M1 - Addressed to wrong activity <b>OVERAGE/DUPLICATE SHIPMENTS</b> O1 - Quantity in excess of that on receipt document O2 - Quantity in excess of that requested (Other than unit of issue pack) O3 - Quantity duplicate shipment <b>PACKING DISCREPANCY</b> P1 - Improper preservation P2 - Improper packing P3 - Improper Marking P4 - Improper unitization	<b>PRODUCT QUALITY DEFICIENCIES</b> Q1 - Deficient material (Applicable to Grant Aid and FMS shipments) <b>SHORTAGE OF MATERIAL</b> S1 - Quantity less than that on receipt document S2 - Quantity less than that requested (Other than unit of issue pack) S3 - Non-receipt of parcel post shipments <b>ITEM TECHNICAL DATA MARKINGS (i.e., Name Plates, Log Books, Operating Handbooks, Special Instructions, etc.)</b> T1 - Missing T2 - Illegible or Mutilated T3 - Precautionary operational markings missing T4 - Inspection data missing or incomplete T5 - Serviceability operating data missing or incomplete T6 - Warranty data missing <b>WRONG ITEM (Identify requested item as a separate copy in Item 9. above)</b> W1 - Incorrect item received W2 - Unacceptable substitute <b>OTHER DISCREPANCIES</b> Z1 - See Remarks
	1A - Disposition instructions requested (Reply or 1B - Material being retained (See Remarks) 1C - Supporting supply documentation requested 1D - Material still required, expedite shipment (Applicable to FMS) 1E - Local purchase material to be returned at su expense unless disposition instructions to the contra are received within 15 days (Reply onreverse) (Not applicable to FMS) 1F - Replacement shipment requested (Not appl. FMS) 1G - Reshipment not required. Item to be re-req 1H - No action required. Information only 1Z - Other action requested (See remarks)

13. FUNDING AND ACCOUNTING DATA	
14a. TYPED OR PRINTED NAME, TITLE, AND PHONE NUMBER OF PREPARING OFFICIAL	14b. SIGNATURE <input type="checkbox"/>

15. DISTRIBUTION ADDRESSEES FOR COPIES

16. FROM:	17. DISTRIBUTION ADDRESSEES FOR DISTRIBUTION
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18. TO:  <input type="checkbox"/>	Use window envelope to mail this document. Insert Name and address, including ZIP Code, starting one typing space below the left dot. Each address line must NOT extend beyond right dot. Address must not exceed four single space typing lines. <input type="checkbox"/>
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19. IN ACCORDANCE WITH NOTICE OF DISCREPANCY ON FACE OF THIS FORM:			
a. MATERIAL <input type="checkbox"/> HAS BEEN <input type="checkbox"/> WILL BE SHIPPED	DOCUMENT NUMBER	b. <input type="checkbox"/> NO RECORD OF SHIPMENT. RESUBMIT REPORT TO PROPER OFFICE UNDER APPROPRIATE REGULATION.	
c. <input type="checkbox"/> AN ADJUSTMENT IN BILLING HAS BEEN/WILL BE PROCESSED AS A <input type="checkbox"/> CREDIT <input type="checkbox"/> DEBIT	d. <input type="checkbox"/> INVOICE/BILL ATTACHED	e. <input type="checkbox"/> PROOF OF DELIVERY (Parcel Post Shipments) OR	
f. <input type="checkbox"/> AN ADJUSTMENT IN BILLING FOR THIS REPORTED DISCREPANCY WILL NOT BE PROCESSED FOR THE FOLLOWING REASON WHICH IS CITED IN THE INDICATED REGULATION			

(1) REASON FOR NOT PROCESSING	(2) PRESCRIBING REGULATION
(a) DISCREPANCY WAS NOT REPORTED WITHIN THE TIME FRAMES ALLOWED AND/OR	(a) CHAPTER 5 OF THE GSA HANDBOOK, DISCREPANCIES OR DEFICIENCIES IN GSA OR DOD SHIPMENTS, MATERIALS, OR BILLINGS (FPMR 101.26.8)
(b) DOLLAR VALUE DOES NOT MEET THE CRITERIA PRESCRIBED IN THE REGULATION OR AGREEMENT INDICATED IN 191(2)	(b) CHAPTER 2 AND/OR 7 OF DOD 4000.25.7.M, MILITARY STANDARD BILLING SYSTEM (MLBILLS) AND/OR DD 1513, U.S. DOD OFFER AND ACCEPTANCE, AS APPLICABLE

20. THE FOLLOWING DISPOSITION IS TO BE MADE OF THE REFERENCED MATERIAL		
a. <input type="checkbox"/> PROCESS FOR DISPOSAL IN ACCORDANCE WITH SERVICE/AGENCY DIRECTIVES	b. <input type="checkbox"/> REPRESENTATIVE WILL CALL FOR DISCUSSION CONCERNING DISPOSITION	DAYS
c. <input type="checkbox"/> RETAIN MATERIAL AT NO CHARGE	d. <input type="checkbox"/> MATERIAL WILL BE PICKED UP IN:	DAYS
e. <input type="checkbox"/> SHIP MATERIAL. <i>Specify location</i>		
(1) <input type="checkbox"/> GBL APPROPRIATION CHARGEABLE:		
(2) <input type="checkbox"/> CHARGES COLLECT - VIA: <input type="checkbox"/> FREIGHT <input type="checkbox"/> EXPRESS <input type="checkbox"/> PARCEL POST		
(3) <input type="checkbox"/> PARCEL POST LABEL ATTACHED    (4) <input type="checkbox"/> FREIGHT PREPAID		(\$ _____ postage)

f. <input type="checkbox"/> OTHER ( <i>Specify</i> )		
21. <input type="checkbox"/> IF MATERIAL IS STILL REQUIRED, SUBMIT NEW REQUISITION.	22. <input type="checkbox"/> REPLACEMENT WITH SATISFACTORY MATERIAL WILL BE MADE ON/OR BEFORE:	DATE

23. REMARKS (*Continue on separate sheet of paper if necessary*).

24a. TYPED OR PRINTED NAME AND PHONE NUMBER OF PREPARING OFFICIAL	24b. SIGNATURE	24c. DATE
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# CONTRACT DATA REQUIREMENTS LIST

(1 Data Item)

Form Approved  
OMB No. 0704-0188

The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0701-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

<b>A. CONTRACT LINE ITEM NO.</b>	<b>B. EXHIBIT</b>	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <u>  X  </u>
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<b>D. SYSTEM/ITEM</b> 10 Foot Rigid EMC	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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<b>1. DATA ITEM NO.</b> C001	<b>2. TITLE OF DATA ITEM</b> Engineering Change Proposal (ECP)	<b>3. SUBTITLE</b> Configuration Management
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<b>4. AUTHORITY (Data Acquisition Document No.)</b> DI-CMAN-80639C	<b>5. CONTRACT REFERENCE</b> SOW Para 3.9	<b>6. REQUIRING OFFICE</b> MCLBA (583)
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<b>7. DD 250 REQ</b> LT	<b>9. DIST STATEMENT REQUIRED</b> A	<b>10. FREQUENCY</b> ASREQ	<b>12. DATE OF FIRST SUBMISSION</b> SEE BLK 16	<b>14. DISTRIBUTION</b>		
<b>8. APP CODE</b>		<b>11. AS OF DATE</b>	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>	
					Draft	Final Reg    Repro

<b>16. REMARKS</b>	<b>MCLBA (583-1)</b>	0	1	0
<p>Blk 4: Contractor format is authorized.</p> <p>Blks 10 &amp; 12: ECPs shall be submitted for all proposed changes which permanently affect the baseline of a configuration item. ECPs will be reviewed and disposition determined within 30 calendar days upon receipt by the Government.</p> <p>ECPs shall be submitted to: <a href="mailto:mbmatcomconfigmngmnt@matcom.usmc.mil">mbmatcomconfigmngmnt@matcom.usmc.mil</a>.</p> <p>Distribution Statement A: Approved for public release, distribution is unlimited.</p>				
	<b>15. TOTAL</b>	→	0	1

<b>G. PREPARED BY</b> <i>Carl Little</i>	<b>H. DATE</b> 3-26-03	<b>I. APPROVED BY</b> <i>Debi W. Beum</i>	<b>J. DATE</b> 26 Mar 03
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<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

