

[METRIC]  
A-A-704G  
March 26, 1996  
SUPERSEDING  
A-A-704F  
November 3, 1993

## COMMERCIAL ITEM DESCRIPTION

### FILE CABINETS, VERTICAL, STEEL

The General Services Administration has authorized the use of this commercial item description .

Scope. This commercial item description covers minimum requirements for medium duty vertical file cabinets

#### Salient characteristics.

Design The vertical file cabinets shall be contemporary style designed for office use.

#### Classification.

Types. Type I - Two drawers.  
Type IV - Five drawers

Sizes Size 1 - Legal.  
Size 2 - Letter

Classes Class A - with locks  
Class B - without locks

Finish The finish shall be semi-gloss baked enamel or electrostatically applied powder coat paint Unless otherwise specified, the colors shall match Fed Std No. 595 black (20740), gray (26134), dark brown (20059), and parchment within the range delimited by (26586) and (26405) Alternatively, the manufacturer may provide his commercial, black or gray, baked enamel finish, and commercial colors subject to contracting officer approval.

Case. Case (including top and bottom) shall be completely set-up welded construction with a closed bottom (drainage, fabrication, and lock bar openings permitted) The case inner frame shall have a minimum of 6 uprights (0.8 mm thick, minimum) Welding and

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brazing shall be neat, uniform and adequate to insure rigidity and strength.

**Lock** The cabinet shall have a gang lock, locking all drawers. The locks shall be of the disk or pin tumbler type, having not less than four disk or pin tumblers, and shall be operated by a grooved key. The locks shall have not less than 125 key changes. No one key shall open more than the lock on one unit up to a minimum of 125 units consecutively produced. Duplicate keys shall be furnished for each lock. The lock shall not be removable without the use of tools or manipulation of the lock bar.

**Drawers** Drawers shall be welded construction. They shall have full width inner heads that cover the latching/pull mechanism. The drawers shall have follower blocks which is located in the middle or upper portion of the drawer sides. The follower block shall be adjustable throughout the full depth of the drawer and shall engage solidly. Suspensions shall be progressive with ball bearings and/or ball bearing rollers which operate quietly and smoothly. A maximum of 4 plain rollers (2 per side) per suspension are permissible. Drawers shall be removable but designed to prevent unintentional removal. Clear drawer dimensions shall be as specified in Table I.

TABLE I Minimum clear inside drawer dimensions  
All dimensions are in millimeters  
A tolerance of  $\pm 5$  mm is allowed

| Size       | Height | Width | Depth |
|------------|--------|-------|-------|
| 1 - Legal  | 254    | 388   | 660   |
| 2 - Letter | 254    | 305   | 660   |

**Label holder** A label holder shall be provided on each drawer.

**Latch** An automatic latching device shall be provided to prevent unintentional opening of the drawers. The latch shall be the lift-type located along the top, inside edge of the pull, a thumb latch or hold-in-catch in the suspension. Alternatively the latching mechanism may be of the positive interlock type.

**Pulls** Pulls or recessed pulls shall be used. The drawer latch and label holder shall be integral with the pull when recessed pulls are used. The finger grip shall be located below the label holder. It shall provide a comfortable hand grip, rounded and smooth. The finish shall be polished chrome plating on steel.

die-cast zinc, brass or bronze, polished stainless steel, polished anodized aluminum or painted to compliment the cabinet color

Caution label. A caution label shall be affixed to the top left corner face of the top drawer as shown.

Caution:

- 1 Load the bottom drawers first
- 2 open only one drawer at a time.

The label shall not be removable by hand without defacement after being affixed for 4 hours.

Identification label. The identification label shall be white with the contractor's name or trademark, contract or order number, item stock number, and month and year of manufacture legibly marked in permanent dark ink. The label shall be affixed to the inside of the top drawer and shall not be removable by hand without defacement after being affixed for 4 hours.

Workmanship. The workmanship shall be of the quality to produce finished cabinets acceptable in appearance, function and serviceability.

Quality assurance provisions. Unless otherwise specified in the contract or purchase order, the contractor is responsible for the performance of all inspection requirements specified herein. Sampling for inspection shall be performed in accordance with ANSI/ASQC Z1.4 - 1993, unless an equal or better plan is approved by the contracting officer or his/her representative. A lot shall consist of units of one type, class, size, and color. The sample shall be one each. Inspection levels and AQL's shall be as follows

For fit, finish and all other workmanship - Level II, AQL 2.5 defects per hundred units

For packaging, packing and marking - Level S-2, AQL 4.0 percent defective.

Any failure to meet the dimensions, color, identification label or performance requirements shall cause rejection of the lot

Performance tests Each unit shall meet the following requirements

Failure of any cabinet to meet these requirements shall be cause for rejection.

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ANSI/BIFMA American National Standard Test for Vertical Files  
X5 3-1989

Racking The cabinet shall be placed on a hard level surface and the base shall be restricted from vertical and lateral movement. All drawers shall be loaded as specified in 7.2 of the ANSI/BIFMA Standard and opened 203 mm - 254 mm. A 178N force shall be applied perpendicular to the side of the cabinet within one inch of the top front corner. The cabinet shall have failed the test if the deflection is 25.4 mm or more for the Type I and 9.5 mm or more for the Type II while the force is being applied. The deflection measurement shall be taken along the top front edge of the cabinet.

Shock The cabinet shall be placed on a hard level surface and all drawers loaded and locked as specified 7.2 of the ANSI/BIFMA Standard. Drawers of cabinets without locks shall be taped securely closed. The cabinet shall be tilted straight backward (front to back) until the front edge of the bottom is 203 mm above the floor and then allowed to free-fall forward. The cabinet shall then be tilted straight forward (back to front) until the back edge of the bottom is 203 mm above the floor and then allowed to free-fall backward. These free-falls shall be repeated three times in each direction. All locked drawers shall remain locked. All drawers shall meet the Pull Test requirements in 8.2.2 of the ANSI/BIFMA Standard and there shall be no failure of rivets, welds, pins or catches.

Lock. The cabinet shall be placed on a hard level surface and restrained from movement. The cabinet shall be locked and then unlocked with the key continuously for 5000 cycles. One cycle consists of locking and unlocking the cabinet. The lock shall operate smoothly without catching and shall meet the requirements in 7.3 of the ANSI/BIFMA Standard.

Shipping shock test. The test equipment shall comply with ASTM D-880. A complete, fully assembled, cartoned unit shall be submitted for test. Prior to cartoning, the unit shall be inspected for visual or functional damage and documented. The cartoned unit shall be placed onto the impact machine dolly flush against the back stop and parallel to the leading edge of the dolly. The catch mechanism located on the side of the dolly shall be tripped to allow the dolly to move up the incline at a 10° angle. Once the dolly hits the automatic trip mechanism, the dolly will freely roll down the incline a distance of four feet and impact the back stop. This procedure shall be performed on all sides (excluding the top) of the cabinet. The carton shall have failed the test if there is visual, structural or functional

damage to the unit

Shipping vibration test. The test equipment shall comply with ASTM D-999. A complete fully assembled unit shall be submitted for test. Prior to cartoning, the unit shall be inspected for visual and functional damage.

The packaged product shall be placed on the vibration platform in its normal shipping position. Set the vibration frequency at a minimum speed sufficient to cause the packaged product to leave the platform momentarily so that a 2 mm shim may be inserted at least 100 mm between the packaged product and the surface of the platform. Vibrate the packaged product for a total of one hour. A single 90° horizontal rotation should be accomplished after the first one-half hour of vibration. If the size of the product makes a 90° rotation impractical, a 180° horizontal rotation is permissible.

Place the packaged product on the platform in its normal shipping position. Using the same vibration frequency, vibrate the packaged product for one half hour on all of its sides, excluding the top, 2 1/2 hours total. Inspect the carton for visual, structural or functional damage. Remove the product from the carton and inspect it for visual, structural or functional damage to the unit.

Preservation, packaging, packing, labeling and marking. The preservation, packaging, packing, labeling and marking shall be as specified in the contract or order.

An impact detection device with companion or warning label shall be affixed to all cartons in a location that is clearly visible. Known sources for these devices are Media Recovery, 1195 Empire Central, Dallas TX 75247, 1-800-527-9497, Impact-O-Graph, 20710 Lassen Street, Chatsworth CA 91311-4598, (818) 341-3000 and Uline, Inc., 950 Albrect Drive, Lake Bluff, IL, 60044, (708) 295-5510.

Regulatory requirements. The offerer/contractor is encouraged to use recovered materials in accordance with Public Law 94-580, as amended, to the maximum extent practicable.

Standards. The issues of ANSI/BIFMA X5.3, ANSI/ASQC Z1.4 and Fed. Std 595 in effect on the date of the solicitation shall be used to determine compliance with the stated requirements.

Notes. Purchasers should specify the type, size, class, and color of the file cabinet required.

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Sample color panel A sample panel of the specified finish is obtainable from the Business Service Center, Federal Supply and Services, General Services Administration, Washington, DC 20407, or from the Business Service Center in the nearest General Services Administration Regional Office

Federal Standard No 595 is available from the General Services Administration Business Service Centers in Boston, MA, New York, NY, Philadelphia, PA, Washington, DC; Atlanta, GA, Chicago, IL, Kansas City, MO, Fort Worth, TX; Houston, TX, Denver, CO, San Francisco, CA; Los Angeles, CA; and Seattle, WA

ANSI/BIFMA standard Copies of the ANSI/BIFMA Standard X5 5 is available from the American National Standards Institute, Inc , 1430 Broadway, New York, NY 10018.

ANSI/ASQC standard Copies of the ANSI/ASQC Standard ANSI/ASQC Z1 4-1993 are available from the American Society For Quality Control, 611 East Wisconsin Avenue, Milwaukee Wisconsin 53202