

Part D

SPECIFICATION

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D1. GENERAL

D1.0 Introduction

Rail Corporation New South Wales operates passenger train services throughout New South Wales.

The continuity of supply, and the timeliness of providing the timetables is critical to the services provided to customers and passengers.

The purpose of this Contract is to secure a suitable supplier, that can provide cost effective, efficient and timely printing of the train timetables (booklets and brochures) and posters as described this Specification of this Request for Tender (RFT), for use by passengers of the CityRail Network.

The Contractor shall be aware that operational constraints may require RailCorp to provide less than the optimum amount of notice concerning the printing of urgent requirements. To cater for these circumstances, RailCorp requires Contractor be able to secure a faster turnaround in delivering particular orders for these services.

The Supply Agreement period is 24 months from the date of acceptance, with an optional extension of 18 months, at the absolute discretion of RailCorp.

D1.1 Scope

The scope of the work is for the creation of film, printing and delivery of the CityRail train timetable pocket booklets, brochures and posters.

D1.2 Artwork

RailCorp will provide to the Supplier, artwork of all timetable booklets and posters in “print ready” PDF format (CD and/or via email), a colour A4 hard copy of each page of each booklet, a mock-up of each timetable poster and a sample of previously printed booklets and posters.

D1.3 Packaging

Total weight of any one package not to exceed 15 kilograms.
Cardboard cartons to be used.

Labels to be affixed to cartons for Timetable Booklets & Brochures; and packages for Posters, and should show the following information:

1. Rail Corporation of New South Wales (RailCorp)
2. Quantity of Timetables enclosed
3. Timetable Booklet Line Name and Stock Number or
4. Timetable Poster Line Name and Number

Timetable Posters to be delivered flat, with cardboard reinforcing and paper wrapped, in packages not exceeding 100 Posters per package.

D1.4 Samples and Documents

D1.4.1 Provided by RailCorp.

All documents provided to the Supplier by RailCorp shall remain the property of RailCorp and shall be returned by the Supplier to RailCorp at the completion of the works. Such documents shall not, without the prior written approval of RailCorp, be used, copied or reproduced for any purpose other than the execution of the work under the Supply Agreement.

D1.4.2 Provided by Supplier.

RailCorp will review all pre-press proofs produced prior to commencement of printing, however the responsibility for compliance in every way, is the sole responsibility of the Supplier. The time taken for this review is not to be included in the Guaranteed Delivery Leadtime Tender Schedule 4.

RailCorp will retain ownership of proofs and must be provided with them at no cost upon request.

Production samples of each pocket timetable booklet and poster are to be delivered to RailCorp Communications, Level 6, 18 Lee Street, Chippendale NSW 2008. A minimum of 50 copies of each to be provided.

D1.5 Delivery

Delivery shall be to approximately fifty (50) sites bounded by Newcastle, Wollongong Campbelltown and Springwood. An appendix detailing locations will be provided prior to the agreed Guaranteed Delivery date.

D1.6 Quality

The production quality must be at least the quality of the tendered and production samples.

D1.7 Quantity

The exact quantities of timetable booklets and posters to be delivered to each delivery point will be provided by RailCorp at the time of placement of Order.

D2. POCKET TIMETABLE BOOKLETS

D2.1 General Description

- Covers to be four page printed four (4) colour process, on 135gsm A2 Matt Art Paper.
- Centre spread to be four page printed four (4) colour process, on 135gsm A2 Matt Art Paper.
- Text Pages to be printed in black mono throughout, on 60gsm offset paper.

D2.1.1 Pocket Timetable Booklets – Text Pages:

Line Name	Number of Text Pages
Eastern Suburbs & Illawarra Line	96
Bankstown Line	64
Inner West Line, South Line & Cumberland Line	112
Airport & East Hills Line	80
North Shore Line	96
Western Line & Cumberland Line	80
Northern Line	64
South Coast Line	64
Southern Highlands Line	48
Blue Mountains Line	32
Newcastle & Central Coast Line	48
Hunter Line	32

The number of pages per pocket timetable booklet described above are indicative only and subject to change.

D2.1.2 Pocket Timetable Booklets – Quantity

Line Name	Quantity per Carton
Eastern Suburbs & Illawarra Line	100
Bankstown Line	100
Inner West Line, South Line & Cumberland Line	100
Airport & East Hills Line	100
North Shore Line	100
Western Line & Cumberland Line	100
Northern Line	100
South Coast Line	100
Southern Highlands Line	100
Blue Mountains Line	100
Newcastle & Central Coast Line	100
Hunter Line	100

D2.2 Booklet Size

Pocket Timetable Booklets to be 100mm wide X 170mm high, cut line size.
Definition of “cut line”.

Cut Line (or Trim Line) means the actual lines on the proof which shows all the pages plus the page bleed. The page bleed is required only to ensure that the area to be printed is completely covered. The bleed is then cut away using the cut lines. The end result is the pages are to the specified size and contain all the information printed evenly on it.

D2.3 Paper Colour

Paper colour, white is preferred, however off-white may be considered as an alternative, provided it is considered by RailCorp to be in his best interest. Tenderers are to submit a separate price schedule if they are offering off-white paper.

D2.4 Fastening

Fastening method, pages to be folded, collated and saddle stitched in such a way as to hold and keep in a proper manner, suitable for the intended purpose as determined by RailCorp.

D3. POCKET TIMETABLE BROCHURES

D3.1 General Description

- Covers to be four page printed four (4) colour process, on 135gsm A2 Matt Art Paper.
- Text Pages to be printed in black mono throughout, on 135gsm A2 Matt Art Paper.

D3.1.1 Pocket Timetable Brochures – Text Pages:

Line Name	Number of Text Pages
Carlingford Line	16
Olympic Park Line	8

The number of pages per pocket timetable booklet described above are indicative only and subject to change.

D3.1.2 Pocket Timetable Brochures – Quantity

Line Name	Quantity per Carton
Carlingford Line	200
Olympic Park Line	200

D3.2 Brochure Size

Pocket Timetable Brochure to be 100mm wide X 170mm high, cut line size. Definition of “Cut Line”.

Cut Line (or Trim Line) means the actual lines on the proof which shows all the pages plus the page bleed. The page bleed is required only to ensure that the area to be printed is completely covered. The bleed is then cut away using the cut lines. The end result is the pages are to the specified size and contain all the information printed evenly on it.

D3.3 Paper Colour

Paper colour, white is preferred, however off-white may be considered as an alternative, provided it is considered by RailCorp to be in his best interest. Tenderers are to submit a separate price schedule if they are offering off-white paper.

D3.4 Folds

Pages to be folded, suitable for the intended purpose as determined by RailCorp.

D4. TIMETABLE POSTERS

D4.1 General Description

- Posters to be in four colours process with 1 PMS colour in 150gsm A2.
- Paper to be Matt Art as detailed in D1.4.
- Printed on one side only.
- The current number of Posters to be is 23. There may be a likelihood for more to be added. (Maximum = 26)

D4.1.1 Timetable Booklets Posters – Number of Colours:

Poster No. & Line Name	No. of Colours
1. Eastern Suburbs & Illawarra Line Up	4
2. Eastern Suburbs & Illawarra Line Down	4
3. Bankstown Line	4
4. Inner West Line & South Lines Up Weekday	4
5. Inner West Line & South Lines Up Weekend	4
6. Inner West Line & South Lines Down Weekday	4
7. Inner West Line & South Lines Down Weekend	4
8. Cumberland Line	4
9. Airport & East Hills Line Up	4
10. Airport & East Hills Line Down	4
11. North Shore Line Up	4
12. North Shore Line Down	4
13. Western Line Up	4
14. Western Line Down	4
15. Northern Line Up	4
16. Northern Line Down	4
17. Carlingford Line	4
18. South Coast Line	4
19. Southern Highlands Line	4
20. Blue Mountains Line	4
21. Newcastle & Central Coast Line	4
22. Hunter Line	4
23. Olympic Park Line	4

D4.2 Poster Size

Posters to be 995mm high x 695mm wide, cut line size.

D5. REJECTION OF BOOKLETS

Any works rejected on account of inferior quality or workmanship will be returned to the Supplier. Charges for transportation, labour, reloading and any other costs incurred by RailCorp as a result will be at the cost of the Supplier upon written instruction from RailCorp.