

Eddie Baza Calvo  
Governor



**GENERAL SERVICES AGENCY**  
(Ahensian Setbision Hinirat)  
Department of Administration

148 Route 1 Marine Corps Drive, Piti, Guam 96915  
Tel: (671) 475-1707 Fax Nos: (671) 475-1727/472-4217

Ray Tenorio  
Lieutenant Governor

Christine Won Pat Baleto  
Acting Director

Anisia B. Terlaje  
Deputy Director

## **Invitation for Bid GSA-063-16**

60-MONTH LEASE AGREEMENT – COPIER  
(GUAM ENERGY OFFICE)

### **Amendment # 1**

June 16, 2016

1. Amend to replace Pages 29 thru 30 of 30 with the attached
  - a. "Page 29 of 30, Revised 06/16/16"
  - b. "Page 30 of 30, Revised 06/16/16"

All others remain unchanged.

A handwritten signature in blue ink, appearing to read "Claudia S. Acfalle", is written over the typed name.

Claudia S. Acfalle  
Chief Procurement Officer

ITEM NO.	DESCRIPTION	QTY	UOM	UNIT PRICE	EXTENDED PRICE
1.0	60 MONTH LEASE AGREEMENT Multi-function Device Color Copier/Printer/Scanner/Fax As per the following specifications	60	MO.	\$ _____	\$ _____

**Charges for overage of Copies exceeding the monthly allowance prints: (Fixed rate throughout contract term)**

Black/White Print Copies \$ \_\_\_\_\_  
 Color Print \$ \_\_\_\_\_

**PRODUCT SPECIFICATIONS FOR ONE (1) MACHINE:**

**BIDDING ON / REMARKS:**

Multifunctional Color Copier/ Printer/ Scanner/ Fax  
 Monthly Print Allowance: Black: 36,000 Color: 5,000  
 Fixed Pricing for the term of the lease  
 Minimum Rated Speed of up 70 prints/ copies/ per minute in Black & Color  
 Black and Color Scanning  
 Dual Head Scanner  
**Scan speed of up to 130 ipm**  
 5-1/2 x 8-1/2x to 11x17 paper size support  
 Supports 16 to 100 lb. (60 to 300gsm) Paper Weights  
 Five (5) trays including Bypass tray with up to 3140 sheet minimum  
 Total Paper Capacity  
 Up to 130 Page Automatic Duplexing Document Feeder  
 Up to 50 sheet multi-position stapling, hole punching, booklet making  
 with center stitch, and V folding  
 Off-line up to 50 Sheet Convenience Stapler  
 RAM and Hard Drive  
 PCL and PostScript Print Drivers  
 On board anti-virus protection  
 Two-sided printing and copying up to 11x17  
 Reduction/Enlargement from 25% up to 400%  
 Minimum copy resolution of 600 x 600 dpi  
**Minimum print resolution of 600 x 600 dpi**  
 Network connectivity through 10/100/1000 BaseT  
 Print From and Scan to USB Memory Drive  
 Scan to Folder and Scan to Email  
 Selectable Image Formats on the device: TIFF, Password protected PDF,  
 and Searchable PDF formats  
 Up to 33.6kbps Walkup, LAN faxing and Fax Forwarding to Email  
 Accounting with the ability to restrict user to color copying and printing,  
 Assignable Volume Limits for color and black printing; password  
 protection of user accounts, and Reporting of users' machine  
 utilization (Copy, Fax, and Scan)  
 Appropriate or Suitable Line Conditioner for the equipment  
 Energy Star Rated

**Full Service & Maintenance Support, including parts & labor and the following:**

Loaner machine upon request if machine is down for an extended period (at no  
 additional charge with all supplies except staples & paper.  
 Print credits for prints made by service technicians as well as  
 damaged/unacceptable machine prints presented to the technician  
 at the time of service call.  
 Machine replacement guarantee if end-user is not satisfied with the  
 performance through the lease term.  
 Initial network installation support with ongoing or 24/7 toll free telephone support.  
 Professional training  
 Free delivery and installation  
 All consumable supplies except paper & staples.  
 Pickup all used consumable supply items for recycling.

**Vendor help desk with the following:**

Proactive device monitoring and automated supply replenishment (i.e. toner supplies automatically sent to ensure end-user will not run out of supplies)

Ability for end-user to check status of service calls and supplies via the web or similar service.

Monthly reports detailing machine meter readings, ordered supplies and service calls.

Personally assigned client relationship specialist to assist in managing supplies and service needs.

---

---

---

---

**NOTE: THE U.S. FEDERAL GSA CONTRACT PRICING AND ITS TERMS AND CONDITIONS WILL BE CONSIDERED, IF OFFERED.**

**BIDDING ON:**

**MANUFACTURER:** \_\_\_\_\_

**MAKE:** \_\_\_\_\_

**MODEL:** \_\_\_\_\_

**PLACE OF ORIGIN:** \_\_\_\_\_

**DATE OF DELIVERY:** \_\_\_\_\_

These specifications have been developed by the staff of the Guam Energy Office and approved by Lorilee T. Crisostomo, Director of Guam Energy Office.