

**Town of Hudson, NH  
Photocopier Lease Specifications  
Request for Proposal**

**UNIT B - PHOTOCOPIERS (3) B&W**

| <u>Minimum RFP Requirements</u>   | <u>Vendor Response</u>                    |
|---|---|
| Company Name  |   |
| Proposed Manufacturer   |   |
| Proposed Model  |   |
| New & Currently Produced MFP  |   |
| 70 to 80 PPM B&W Output Speeds  |   |
| Copy/Print/Scan Enabled   |   |
| <i>Option Fax Capability</i>  |   |
| Keyless Smart Operational Panel   |   |
| 220 Sheet Single-Pass Document Feeder   |   |
| <b>Network</b>  |   |
| Wire Ethernet   |   |
| SMB v3 (Minimum)  |   |
| PCL 5e/6 and PostScript   |   |
| Hold/Lock/Stored Print  |   |
| Windows 10 & 11 Print Driver Support  |   |
| <b>Network Scanning</b>   |   |
| B&W and Color Scanning  |   |
| PDF, TIFF, JPEF & PDF/A File Scanning   |   |
| <i>Optional Cloud OCR Scanning Software to Word, Excel and Searchable PDF</i> |   |
| <i>Scan to local folder and email</i>   |   |
| <i>PDF Searchable</i>   |   |
| <b>Paper Trays</b>  |   |
| 1 x 2,500 Sheet Large Capacity Paper Tray                                     |   |
| 2 x 550 Sheet Standard Paper Trays  |   |
| Paper Handling up to 11" x 17" paper sheets                                   |   |
| 100 Sheet Bypass Tray   |   |
| <b>Finishing</b>  |   |
| Sorting & Stapling  |   |
| 2,000 Sheet Stacker   |   |
| 50 Sheet Standard Staple  |   |
| 20 Sheet Booklet Capability   |   |
| 2/3 Hole Punch  |   |
| Machine Dimensions  | (H x W x D) 40" x 26" x 29" (Approximate) |
| Digital Surge Protector   |   |
| Automatic Meter Reads   |   |
| Energy Star Compliant   |   |

DISCLAIMER: PRICE PROTECTED IF DELAYS IN SHIPPING

| <u>Unit Price for Each MFP (No Price Bundling)</u>   |  |
|--|--|
| 60 Month FMV Lease   |  |
| <i>60 Month FMW- Optional Fax Board</i>  |  |
| <i>60 Month FMV Lease- Optional Cloud OCR Scanning Software to Word, Excel and Searchable PDF</i>  |  |
| Month to month extension at end of 60 month lease if requested   |  |
| Service price to commit to 450,000 B&W images annually for entire fleet of 3   |  |
| Fixed service & supply rate (includes parts, labor, toner & staples)   |  |
| B&W Cost-Per-Page  |  |
| Does price include delivery, installation & training of new equipment, also responsible for HD sanitizing, pickup/return & shipping cost at lease end? |  |

**DEPARTMENT**

**ADDRESS**

|           |                      |
|-----------|----------------------|
| PLANNING  | 12 SCHOOL STREET     |
| TOWN HALL | 12 SCHOOL STREET     |
| POLICE    | 1 CONSTITUTION DRIVE |