

Town of Hudson, NH
Photocopier Lease Specifications
Request for Proposal

UNIT E PHOTOCOPIERS (1) B&W AND COLOR

<u>Minimum RFP Requirements</u>	<u>Vendor Response</u>
Company Name	
Proposed Manufacturer	
Proposed Model	
New & Currently Produced MFP (Yes or No)	
35 PPM B&W and Color Output Speeds	
Copy/Print/Scan Enabled	
Fax Capability	
Keyless Smart Operational Panel	
220 Sheet Single-Pass Document Feeder	
Network	
Wire Ethernet	
SMB v3 (Minimum)	
PCL 5e/6 and PostScript	
Hold/Lock/Store Print	
Windows 10 & 11 Print Driver Support	
Network Scanning	
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>	
Paper Trays	
1 x 2,000 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	
Finishing	
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) 35 3/4" x 22" x 27 1/8" (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	
60 Month FMV- Optional Fax Board	
60 Month FMV Lease- Optional Cloud OCR Scanning Software to Word, Excel and Searchable PDF	
Month to month extension at end of 60 month lease if requested	
Service price to commit to 60,000 B&W images & 45,000 color images annually for entire fleet of 1	
Fixed service & supply rate (includes parts, labor, toner & staples)	
B&W Cost-Per-Page	
Color Cost-Per-Page	
Does price include delivery, installation & training of new equipment, also responsible for HD sanitizing, pickup/return & shipping cost at lease end?	

<u>DEPARTMENT</u>	<u>ADDRESS</u>
RECREATION	12 LIONS AVE