EDWARD M. BIRN
Director (Direktot)
ELIZABETH T. FISHER
Deputy Director (Sigundo Direktot)

DEPARTMENT OF ADMINISTRATION

DIPATTAMENTON ATMENESTRASION

GENERAL SERVICES AGENCY DIVISION

(Ahension Setbision Hinirat)

Telephone (*Telifon*): (671) 475-1705/1712/1713

LOURDES A. LEON GUERRERO
Governor (Maga'hâga)
JOSHUA F. TENORIO
Lt. Governor (Sigundo Maga'lâhi)

July 1, 2024

Invitation for Bid
GSA-016-24

AMENDMENT #1
12 Month Lease Agreement for Multifunctional Color Copier/Printer/Scanner/Fax (DPW)

1.) Amend page 3 of 35.
From:
This bid shall be submitted in duplicate and sealed to the issuing office above no later than (Time) **10:00a.m.**, Date: **07/02/2024** and shall be publicly opened. Bid submitted after the time and date specified above shall be rejected. See attached General Terms and Conditions, and Sealed Bid Solicitation for Details.
To now read:
This bid shall be submitted in duplicate and sealed to the issuing office above no later than (Time) **10:00a.m.**, Date: **07/11/2024** and shall be publicly opened. Bid submitted after the time and date specified above shall be rejected. See attached General Terms and Conditions, and Sealed Bid Solicitation for Details.

2.) Amend page 3 of 35.
From:
REQUIRED DELIVERY DATE: 45 Days Upon Receipt of Purchase Order. For a Period of one (1) year with the option to renew on a year to year basis for four (4) additional years with no change in monthly rate throughout the duration of the lease term upon the availability of funds. (Extensions and renewals will be at the "Sole Discretion of the Government".)
To now read:
REQUIRED DELIVERY DATE: 45 Days Upon Receipt of Purchase Order. For a Period of one (1) year with the option to renew on a year to year basis for four (4) additional years with no change in monthly rate throughout the duration of the lease term upon the availability of funds. (Extensions and renewals will be at the "Sole Discretion of the Government".) Note: Contract Term will commence upon delivery of multifunctional machine.

3.) Amend and replace page 34 of 35 with attached "Revised page 34 of 35" dated 7/1/24.

4.) Amend and replace page 35 of 35 with attached "Revised page 35 of 35" dated 7/1/24.

All others remain unchanged.

Andriana Quitugua
Acting Chief Procurement Officer

Please Print
Acknowledgement Copy (Email to GSA)

Received By:_____
Date:_____
Company Name:_____
Email to: gsaprocurement@gsadoa.guam.gov

Item No.	Description	Qty.	UOM	Unit Cost	Total
1.0	12 Month Lease Agreement for Multifunction Color Copier/Printer/Scanner/Fax (10 Units) With the following specifications:	12	Mos.	$_____	$_____
1.1	Optional Print Allowance				
	a. Black print allowance of 2000 prints per month with color print allowance of 200 prints per month			$_____	
	b. Black print allowance of 4000 prints per month with color print allowance of 400 prints per month			$_____	
	c. Black print allowance of 6000 prints per month with color print allowance of 600 prints per month			$_____	
	d. Black print allowance of 8000 prints per month with color print allowance of 800 prints per month			$_____	
	e. Black print allowance of 10,000 prints per month with color print allowance of 2,000 prints per month			$_____	

Charges for coverage of copies exceeding the monthly allowance prints:

Black/White Prints:	$_____	$_____
Color Prints:	$_____	$_____

SPECIFICATIONS:	BIDDING ON/REMARKS
Monthly pooled **black** print allowance: 2,000	_____
Monthly pooled **color** print allowance: 200	_____
Minimum rated speed of 55 print/copies per minute black/white.	_____
Minimum rated speed of 50 print/copies per minute color.	_____
Fixed price for the full term of lease.	_____
Free installation and delivery	_____
Provide service & maintenance support including labor and replacement of parts	_____
All parts and labor, loaner machine upon request if original machine is down for an 24 hours at no additional charge with supplies and staples (except paper); print credits for prints made by service technicians and damaged/unacceptable machine prints given to service technicians at the time of service.	_____
Free machine replacement if damage is due to acts of God such as lightning, Earthquake, typhoon, etc.	_____
Initial Network installation support	_____
Online account access with ability to order supplies, view invoices, & submit meter readings.	_____
All supplies inclusive of staples (except paper)	_____
Black and white and color print allowances as indicated	_____
Excess black print and each color print will be billed as indicated above;	_____
Pick-up of all used consumable supply items	_____
Scanning speed – minimum of 141 images per minute	_____

SPECIFICATIONS:	BIDDING ON/REMARKS
Supports 8 1/2" x 11" paper size;	_____
Supports 8 1/2" x 14" paper size;	_____
Supports 11" x 17" paper size;	_____
Supports paper weights at least 60gsm to 300gsm or 16-110 lbs.	_____

5 trays (inclusive of bypass tray) with total capacity of up to at least 3140 sheets _____

At least 130 Sheet automatic single pass document feeder _____

Minimum 4GB RAM and 500GB Hard Drive with encryption,
PCL, Adobe Postscript print drivers;
File Types PDF, TIFF, JPEG _____
Unable to be infected by virus, malware, or ransomwar _____

Print resolution at least 1200 x 2400 dpi _____

Data Protection with encrypted hard disk - Federal Information
Protection Standard (FIPS) 140-2 Compliant _____

Reduce/enlarge size from 25% to at least 400% _____
Network connectivity through 10/100/1000 BaseT _____

At least 50 sheets multi-position stapler, 2-3 hole punching,
booklet making with center saddle stapling, and automatic booklet folding _____

Fax Capability _____
Energy Star Rated _____

Off line up to at least 50 sheet Convenience Stapler with connected work shelf _____
Print from USB memory drive _____
Scan to USB memory drive _____
Able to scan to folder and email _____

Period of performance shall begin upon machine full installation. _____

Equal or comparable machine replacement guarantee if not satisfied
with the performance throughout the lease term at no additional charge. _____

Bidding On:
Manufacturer: _____
Make/ Model: _____
Year: _____
Place of Origin: _____
Date of Delivery: _____

These specifications were prepared by the staff of the Department of Public Works (DPW), Administrative Services Division (ASD), Heidi Carlos, Program Coordinator I and approved by Vincent Arriola, Director.