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'håga)
JOSHUA F. TENORIO
Lt. Governor (Sigundo Maga'låhi)

January 31, 2025

Invitation for Bid
GSA-008-25
12-Month Lease Agreement for Multifunctional Color Copier/Printer/Scanner/Fax

Questions and Concerns received from Xerox Corporation on January 28, 2025.

1. The bid indicates the requested lease is for a period of "one (1) year with the option to renew on a year to year basis for four (4) additional years." The total number of possible years for the lease is 5 years (1 + 4 option years). Question/Request: Will the exercising of the option years be solely dependent on availability of funding and satisfactory vendor performance?
   Response: Extensions and renewals will be at the "Sole Discretion of the Government".

2. The bid specifications "bb" indicate a requirement of "50 sheet multi-position stapling" Question/Request: Can you please clarify if this is "automatic in-device stapling"?
   Response: Yes.

3. The bid specifications "u" indicate a "Print Resolution 1200 x 2400 dpi" Question/Request: Can you please clarify if the 1200 x 2400 dpi print resolution is "true/ unenhanced" print resolution?
   Response: Yes.

4. The bid includes a line for Monthly Cost and Annual Price
   Question/Request A: Are the "Monthly Cost" and "Annual Price" lines to be completed with the offered price for each unit or aggregate total price for 5 units?
   Response: The monthly cost and annual price should reflect aggregate total price for the five (5) units.

   Question/Request B: Will the Annual (12 mos. x monthly cost) in Item No. 1.0 be used solely in comparing/evaluating costs offered by responding vendors to determine the lowest offered cost/price?
   Response: Yes.

Please Note: Follow up/Clarification to the Questions and Concerns responses dated 1/31/2025 must be submitted to the General Services Agency via email to gsaprocurement@gsadoa.guam.gov no later than 5pm, Monday, February 3, 2025.

Andriana Quitugua
Acting Chief Procurement Officer

Please Print
Acknowledgement Copy (email to GSA)
Received By:_____
Date: _____
Company Name:_____
Email to: gsaprocurement@gsadoa.guam.gov