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Director (Direktot)
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Deputy Director (Sigundo Direktot)

DEPARTMENT OF ADMINISTRATION

DIPATTAMENTON ATMENESTRASION

GENERAL SERVICES AGENCY DIVISION

(Ahension Setbision Hinirat)

Telephone (*Telifon*): (671) 475-1705/1706

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

March 27, 2025

Invitation for Bid
GSA-020-25

AMENDMENT #4
60-Month Lease for Multifunctional Color Copier/Printer/Scanner/Fax

1.) Amend page 2 to 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: **03/28/2025** 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: **04/04/2025** 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 38 to 40.

All others remain unchanged.

Andriana Quitugua
Acting Chief Procurement Officer

Please Print
ACKNOWLEDGMENT COPY
Received By: _____
Date: _____
Company/Name: _____
Email To: gsaprocurement@gsadoa.guam.gov

ITEM NO.	DESCRIPTION	QTY	UOM	UNIT COST	TOTAL COST
1.0	60-Month Lease for Multifunction Color Copier/ Printer/Scanner/Fax (1 unit) **As per the following specifications:**	60	Mos	$_____	$_____

Charges for coverage of copies exceeding the monthly allowable prints:

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

SPECIFICATIONS:	**BIDDING ON/REMARKS**
Each Unit Monthly Duty Cycle: Each unit monthly Black Print Allowance of 10,000 Each unit monthly Color Print Allowance of 1,000	_____
Price: Fixed pricing for the term of lease	_____
Full Service & Maintenance Support: Bidder shall provide full service & maintenance support including parts and labor.	_____
Machine Replacement Guarantee: If not satisfied with the performance throughout the lease term, an equal or comparable replacement devise will be provided at no additional charge.	_____
Supplies: All supplies including staples and except paper arid pooled black & color allowances as indicted above. Each excess black print and each color print will be billed as indicated above.	_____
Online Access: Online Account Access with ability to order supplies, view invoices, and submit meter readings.	_____
Access: Accounting with the ability to restrict user access 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, Print, Fax, and Scan).	_____
User Interface: Customizable User Interface with programmable 1-touch Soft buttons on individual user authorization	_____
Training: Bidder shall provide training	_____

Resolution:
Copy: minimum of 600 x 600 dpi
Print: minimum of 1200 x 2400 dpi _____

Page Description Language:
PostScript® 3™, PDF, PCL® 5c/PCL® 6 _____

Modify the Reduce/Enlarge Setting When Copying:
Originals can be reduced or enlarged between 25% up to 400% _____

Hard Drive/Processor/Memory:
Minimum of 320 GB HDD
Minimum of 4 GB RAM
Hard Drive with Encryption and Image Erase _____

Connectivity:
Ethernet 10/100/1000 Base-T, High-speed USB 2.0 direct print
Initial Network Installation Support with ongoing toll-free
telephone support _____

Stapler:
50 sheet offline convenience stapler _____

Booklet Making:
50 sheet multi-position stapler with 2 and 3 hole punching
and booklet making _____

Copy:
Must be able to copy mixed sized originals from feeder _____

Scan:
Standard Features
Must be able to scan mixed sized originals from feeder
Must be able to scan color and black-and-white (2-sided)
Automatic blank page removal when scanning documents
Destinations: Scan to USB/PC via USB port/Email/Network
File Formats: PDF, PDF/A, JPEG, TIFF;
Convenience Features: 1-Touch Apps, Imaging Security
with propriety marking and infrared detection technology,
Optical Character Recognition (OCR),
Scan Preview, Scan to Folder, Scan to Home, Searchable PDF,
Single/Multi-Page PDF/TIFF, Touchless Workflow Accelerators,
TWAIN Support _____

Speed:
Scan: minimum of 135 ipm colour / 270 ipm black-and-white (2-sided)
Copies: minimum of 70 per minute in color and black-and-white
Prints: minimum of 70 per minute in color and black-and-white _____

Fax:
Includes Lan Fax and Fax Forward to Email _____

Paper Size:
5 ½" x 8 1/2" to 12" x 18" paper size support _____

Paper Weights:
Minimum of 16 lb. bond to 110lb. (60 to 300gsm) _____

Paper Capacity:
Minimum of 4- Trays including bypass tray up to 3140 sheet capacity of paper _____

Protection:
On board anti-virus protection
Acts of God protection (Proposed devices will be replaced at no additional charge should they be damaged by an act of God. Eg. Typhoon, Lighting, Earthquake, etc.) _____

Delivery and Installation:
Multifunction Color Copier/Printer/Scanner/Fax must be delivered and installed at the Bureau of Statistics and Plans with no additional cost. _____

Consumable:
Pickup of all used consumable supply items for recycling or disposal _____

Certification and Compliant:
Energy Star Rated
FIPS 140-2 Compliant (Federal Information Protection Standard for Data Encryption) _____

NOTE:
The GSA Federal Contract will be considered along with its terms and conditions if offered.

BIDDING ON:
Manufacturer: _____
Make: _____
Model: _____
Place of Origin: _____
Date of Delivery: _____

These specifications were prepared by the staff of the Bureau of Statistics and Plans, and approved by Lola E. Leon Guerrero, Director.