

Copier for GSO/PAW

I. SCOPE OF SERVICES

This solicitation is to provide the following items with specification as below. The equipment should be authorized to be purchased/sold in Indonesia, software should be genuine or have original license, and have minimum 1 year warranty period from the manufacture for service and support.

1. Copier (B/W Copy + Fax), with specification:

Copier:

- B/W Copy
- 1200 x 1200 dpi
- Copy speed: 55ppm (BW)
- Secure/Delay Print; Duplex (2 sided); Collate
- Scan Speed: 75 ipm (BW 200 dpi) up to 600 dpi, Duplex Scan
- Stapling
- Reduce/Enlarge: 20% - 400%
- Duplex Automatic Doc. Feeder (110 sheets)
- 2 Tray Module
- Features: ability to edge erase; punching; image shift; book copying; booklet

Fax:

- Keypad dialing
- Program/speed dialing
- Memory
- 2 sided
- Transmission report
- Features: broadcast send, on hook dialing; programming group send

2. Full Maintenance Service

Maintenance service will cover the unit for one year period which covers:

- Installation
- User training for general usage guidance
- Routine on schedule and on call technician service
- Spare parts replacement
- Consumable (toner, drum, etc) replacement

II. PRICING The Contractor shall provide a firm fixed price in one currency (**USD or IDR**) for,

RFQ #SID320-2237311: Copier for GSO/PAW

Name of Company & logo:

Address & Phone number:

Contract Person:

E-mail address:

CLIN#	Category	Qty	Unit	Unit Cost	V.A.T	Total Cost
1	Copier	3	Ea			
2	Full Maintenance Service	3	Lot			
	GRAND TOTAL					

Note: Please read *Section I* for details of equipment and supplies, items, schedules, and the proposed type of function room/s, facilities and services provided.

III. **CLAUSES.** ([Download in PDF](#), size 26KB)

IV. **SUBMISSION OF QUOTE.** Each offer/quotation must consist of the following:

- A. *Completed Section II* to include pricing (based on *Section I*).
- B. *Detailed specification (product information sheet) and availability/delivery schedule of each items.*

V. **EVALUATION FACTORS**

The Government intends to award a contract resulting from this solicitation to the lowest priced, technically acceptable offeror/quoter. The evaluation process shall include the following:

- a) Compliance Review. The Government will perform an initial review of proposals/quotations received to determine compliance with the terms of the solicitation. The Government may reject as unacceptable proposals/quotations which do not conform to the solicitation.
- b) Technical Acceptability. Technical acceptability will include a review of items listed under Article B in Section 3.
- c) Price Evaluation. The lowest price will be determined by price comparison among the technically acceptable and responsible offerors. The Government reserves the right to reject proposals that are unreasonably low or high in price.
- d) Term of Payment. Government term of payment is 30 days upon received the item/s and proper invoice.

The quotation is due on **August 7th, 2013**, at **4pm**. Please follow instructions in *Section III* for a quotation to be considered and fax the quotation to PCU: (62-21) 3435-9910 or 352-4303. Please note that your price should be valid for 30 days from August 7th, 2013.