Request for Quotation

RFQ Number: 001
Request Date: March 30, 2017

The United States District and Bankruptcy Courts for the District of Columbia is requesting for GSA Schedule pricing for two new color copiers and five to seven new black and white copiers for the United States District and Bankruptcy Courts for the District of Columbia. The pricing should include the cost of receiving, inspecting, delivering, installing, and/or trash removal of old equipment. Award of this RFQ will be given to the vendor whose technically acceptable proposal offers the lowest price to the Courts. *All items requested are subject to the availability of funds*

Quotes may be faxed to (202) 354-3023 or e-mailed to Juan_rivera@dcd.uscourts.gov by COB, Monday, April 17, 2017. Hand carried quotes must be delivered by the same time to the United States District and Bankruptcy Courts for the District of Columbia, at 333 Constitution Avenue, N.W., Room 1724, Washington, D.C. 20001, and attention to Juan Rivera.

Quotes and questions concerning this RFQ should be addressed to:

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The **Delivery Address** for this purchase will be:

U.S. District and Bankruptcy Courts for the District of Columbia
333 Constitution Ave. N.W., Suite 1724-E
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1) Soliciting GSA Schedule pricing for two color copiers. The specifications are below.
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Color/black and white copier:

- GSA Schedule pricing.

- The newest model available for the Government.

- Multifunction capabilities including digital copying, network printing, faxing, and network scanning.

- Copy and print speed minimum: 35 pages per minute for black and white, and 35 pages per minute for color.

- Tilt user interface screen for easy adjustment for easy viewing and access from a wheel chair or to compensate for overhead light glare.

- Tablet style interface with Swipe. Drag and Drop, Pinch and zoom for easy function set up and improved screen viewing.

- Motion Sensor that can intelligently detect a user approaching the machine and that can intelligently predict the user intent to use the machine. This eliminates the need to manually wake the machine up from sleep or power down mode.

- Auto Wake Up from sleep mode when document feeder is raised, a document is placed in the automatic document feeder or when paper is placed in the bypass tray.

- Live action video on the display screen showing users how to replace toner, replace staples (and optionally hoe to replace the Waste toner bin) These clear live action videos remove apprehension for end users to perform tasks that they might not normally do due to lack of training or for feat of damaging the machine.

- Warm up time of less than 31 seconds from power on and 4 seconds in quick startup mode.

- Print resolution: 1200 x 1200 dpi.

- Must have PCL and Post Script Print Drivers.

- Must be able to send and receive fax transmissions at up to 33.6 kbps

- Resolution of 400 x 400.

- Must be able to send statement, letter, legal, and 11" x 17" sizes.

- Fax Memory up to 30,000 pages.

- Document feeder - For scanning a document feeder is required and must be capable of accommodating 150-sheets of paper via a Single-Pass Duplexing Automatic Document Feeder (DADF) that's capable of scanning images both sides of an original at one time in full color at up to 600 dpi, paper sizes 5-1/2" x 8-1/2" to 11" x 17".

- Must be able make double sided prints and copies and have the ability to collate.

- A scan speed of up to 80 Images per minute single sided and 160 images per minute two sided is required to meet the productivity needs of the agency.
- The ability to drop blank pages from a scanned document is needed to reduce file size and eliminate unneeded pages for a scanned document.
- Reminder light for originals left in the document feeder after scanning.
- Audible and visual alert for originals left on the platen glass.
- Scan and OCR to searchable PDF, scan to Microsoft Word and PowerPoint (.docx and .pptx) formats.
- Must be able to scan to a USB thumb drive.
- Continuous scanning of originals with no limit (job build)
- Must have "Skip Blank Pages" feature to reduce file size of scanned documents especially two sided documents.
- Scanner must have a double sheet scan detection feature that will alert a user should two pages of a scanned document stick together. This will reduce scanning errors and lost information due to lost pages in the scanning process.
- Copy resolution of no less than 1,200 x 1200 dpi for image critical color work.
- The scan option should have the capability to scan color.
- Inner finisher should be able to staple, and collate print jobs.
- Finishing capabilities - Unit must have a 50 sheet single and multi-position stapler, and staple in any corner, and double staple.
- Finishing unit should have two trays.
- The finishing/staple and optional 2/3 hole punch unit should not make the machine any bigger.
- Finisher Paper Capacity- a minimum of two trays and hold up to 3,250 sheets of paper.
- 2/3hole punch capability.
- Staple free stapling capability for small jobs of 4 or less pages. This will reduce staple usage and costs, Reduce stapled stack size for easier transport.
- Staple on demand feature will allow us to replace staples removed at the machine.
- Automatic Image Orientation: unit must have ability to automatically rotate pages based on the orientation of the paper in the cassettes.
- Copier Memory- the unit must have at least 4 GB RAM + 250GB Hard Drive (max 1TB).
- Four paper cassettes.
- Paper supply - A minimum of 1,200 sheets paper from 3 standard Paper sources.
- Acceptable paper weight: the unit must accommodate 14 lb. bond to 140 lb. Index.
- Acceptable paper size 21" x 18" to 3-7/8" x 5-7/8".

- Envelopes sizes Monarch, No. 10 (COM10), DL, ISO-C5.

- Auto paper size detect bypass tray. For seldom used and odd size paper the bypass tray automatically detects the paper size.

- Paper size for the paper cassettes: 12" x 18" maximum.

- Easy open and soft close drawers reduces wear and tear caused by users slamming drawers close when replacing paper.

- Must support IPv6 for enhanced network infrastructure management.

- Must include a standard HDD Data Erase that permanently removes deleted files by overwriting them up to three times. The standard HDD Data Encryption provides additional security by encrypting data before it's written to the hard disk drive and has achieved Common Criteria (CC) certification.

- Power requirements: 120v, 60Hz 11.5AMP or less.

- Surge protectors.

- Must be able to access through a Web browser from any computer on the network.

- Must be Energy Star and EPEAT Gold Rated.

- Specifications.

- Length of warranties.

- Delivery, set up, and training.

- Cost to remove the hard drive from the copiers used as a trade-in. We will keep the hard drive, so you will be taking all the copiers without their hard drives.

- Guaranteed of parts and software upgrades for at least seven years.

- Must include initial set of supplies (all toners).

- Cost of toner cartridge, drum, developer, etc.

- Trade in value for the following copiers:

  1. Canon IR5050 copier – serial number: CHE08329. Room 1725.
  2. Canon IR3570 copier – serial number: KLP00376. Room 6500.

2) Soliciting GSA Schedule pricing for five black and white copiers. The specifications are below.

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Black and white copier:

- GSA Schedule Pricing

- The newest model available for the Government.

- Multifunction capabilities including digital copying, network printing, faxing, and network scanning.

- Print speed of 35 pages per minute for black and white.

- First copy out time must be 3.8 Seconds or Less and have a warm up time of 30 Seconds or Less.

- Paper supply - A minimum of 2,200 sheets paper and must have at least 4 adjustable paper drawers that hold up to 11" x 19" paper. The unit must accommodate up to 80 lb. Index.

- Must have job build capability

- Must have 100 Sheet Bypass tray that can handle up to 13"x19" paper up to 110lb cover

- Document feeder - For scanning a document feeder is required and must be capable of accommodating 100-sheets of paper via Duplexing Automatic Document Feeder (DADF) that's capable of scanning images in full color at up to 600 dpi, paper sizes 5-1/2" x 8-1/2" to 11" x 17" 11 lb. to 32 lb. Cover.

- Must be able make double sided prints and copies and have the ability to collate.

- Must have minimum 80 GB Hard Drive and can have the capability to add up to 1 TB.

- Must support IPv6 for enhanced network infrastructure management.

- Must be Windows 7 64 bit compatible.

- Must provide standard 9x HDD Overwrite at end of life.

- Must be 508 accessible and provide VPAT document.

- Must include initial set-up and 2 end user training sessions.

- Must be Energy Star and Trade Compliant. Must have EPEAT Silver or high ratings.

- Print resolution: 1200 x 1200 dpi.

- Must have PCL and Post Script Print Drivers.

- Inner finisher should be able to staple, and collate print jobs.

- Internal Staple finisher – holds 500 sheets and can staple up to 50pgs corner and double. MUST be internal and not external for space reasons.

- Additional inner finisher tray – hold an additional 500 sheets.

- The scan option should have the capability to scan color.

- Scan directly to Microsoft Word, PowerPoint, and Searchable PDF formats.

- Scan speed: up to 120 ipm (BW/Color, simplex, 300 dpi).

- Four paper cassettes that can hold at least 550 sheets each.

- Paper size for the paper cassettes: 12" x 18" maximum.

- Hard disk drive standard 250 GB.

- Large, full-color, high resolution 8.4" TFT screen, in order to view all information.

- Capability to print from and scan to your laptop, iPad, or Android tablet, and iPhone, Android, or other smart phone.

- Quick startup mode: 7 seconds.

- Power requirements - plug: 120V AC, 60HZ 15A/NEMA 5-15P

- Surge protectors.

- Specifications.

- Length of warranties.

- Delivery, set up, and training.

- Cost to remove the hard drive from the copiers used as a trade-in. We will keep the hard drive, so you will be taking all the copiers without their hard drives.

- Guaranteed of parts and software upgrades for at least seven years.

- Must include initial set of supplies - toner yield to be 30,000 BW

- Cost of toner cartridge, drum, developer, etc.

- Trade in value for the following copiers:
  1. Canon IR3035 copier – serial number: MUP04654. Room 6315.
  2. Canon IR3570 copier – serial number: KLP00380. Room 2315.
  3. Canon IR3570 copier – serial number: KLP00385. Room 6333.
  4. Canon IR3530 copier – serial number: THP00178. Room 1530-B.
  5. Canon IR3235 copier – serial number: DPZ00577. Room 1530-B.

3) Soliciting GSA Schedule pricing for six black and white copiers. The specifications are below.

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Black and white copier:

• GSA Schedule Pricing

• The newest model available for the Government.

• Multifunction capabilities including digital copying, network printing, faxing, and network scanning.

• Print speed of 35 pages per minute for black and white.

• First copy out time must be 3.8 Seconds or Less and have a warm up time of 30 Seconds or Less.

• Paper supply - A minimum of 2,200 sheets paper and must have at least 4 adjustable paper drawers that hold up to 11" x 19" paper. The unit must accommodate up to 80 lb. Index.

• Must have job build capability

• Must have 100 Sheet Bypass tray that can handle up to 13"x19" paper up to 110lb cover

• Document feeder - For scanning a document feeder is required and must be capable of accommodating 100-sheets of paper via Duplexing Automatic Document Feeder (DADF) that's capable of scanning images in full color at up to 600 dpi, paper sizes 5-1/2" x 8-1/2" to 11" x 17" 11 lb. to 32 lb. Cover.

• Must be able make double sided prints and copies and have the ability to collate.

• Must have minimum 80 GB Hard Drive and can have the capability to add up to 1 TB.

• Must support IPv6 for enhanced network infrastructure management.

• Must be Windows 7 64 bit compatible.

• Must provide standard 9x HDD Overwrite at end of life.

• Must be 508 accessible and provide VPAT document.

• Must include initial set-up and 2 end user training sessions.

• Must be Energy Star and Trade Compliant. Must have EPEAT Silver or high ratings.

• Print resolution: 1200 x 1200 dpi.

• Must have PCL and Post Script Print Drivers.

• Inner finisher should be able to staple, and collate print jobs.

• Internal Staple finisher – holds 500 sheets and can staple up to 50pgs corner and double. MUST be internal and not external for space reasons.

• Additional inner finisher tray – hold an additional 500 sheets.

• The scan option should have the capability to scan color.

- Scan directly to Microsoft Word, PowerPoint, and Searchable PDF formats.

- Scan speed: up to 120 ipm (BW/Color, simplex, 300 dpi).

- Four paper cassettes that can hold at least 550 sheets each.

- Paper size for the paper cassettes: 12" x 18" maximum.

- Hard disk drive standard 250 GB.

- Large, full-color, high resolution 8.4" TFT screen, in order to view all information.

- Capability to print from and scan to your laptop, iPad, or Android tablet, and iPhone, Android, or other smart phone.

- Quick startup mode: 7 seconds.

- Power requirements - plug: 120V AC, 60HZ 15A/NEMA 5-15P

- Surge protectors.

- Specifications.

- Length of warranties.

- Delivery, set up, and training.

- Cost to remove the hard drive from the copiers used as a trade-in. We will keep the hard drive, so you will be taking all the copiers without their hard drives.

- Guaranteed of parts and software upgrades for at least seven years.

- Must include initial set of supplies - toner yield to be 30,000 BW

- Cost of toner cartridge, drum, developer, etc.

- Trade in value for the following copiers:

  1. Canon IR3035 copier – serial number: MUP04654. Room 6315.
  2. Canon IR3570 copier – serial number: KLP00380. Room 2315.
  3. Canon IR3570 copier – serial number: KLP00385. Room 6333.
  4. Canon IR3530 copier – serial number: THP00178. Room 1530-B.
  5. Canon IR3235 copier – serial number: DPZ00577. Room 1530-B.
  6. Canon IR3035 copier – serial number: MUP04546. Room 4700-D.

4) Soliciting GSA Schedule pricing for seven black and white copiers. The specifications are below.

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Black and white copier:

• GSA Schedule Pricing

• The newest model available for the Government.

• Multifunction capabilities including digital copying, network printing, faxing, and network scanning.

• Print speed of 35 pages per minute for black and white.

• First copy out time must be 3.8 Seconds or Less and have a warm up time of 30 Seconds or Less.

• Paper supply - A minimum of 2,200 sheets paper and must have at least 4 adjustable paper drawers that hold up to 11" x 19" paper. The unit must accommodate up to 80 lb. Index.

• Must have job build capability

• Must have 100 Sheet Bypass tray that can handle up to 13"x19" paper up to 110lb cover

• Document feeder - For scanning a document feeder is required and must be capable of accommodating 100-sheets of paper via Duplexing Automatic Document Feeder (DADF) that's capable of scanning images in full color at up to 600 dpi, paper sizes 5-1/2" x 8-1/2" to 11" x 17" 11 lb. to 32 lb. Cover.

• Must be able make double sided prints and copies and have the ability to collate.

• Must have minimum 80 GB Hard Drive and can have the capability to add up to 1 TB.

• Must support IPv6 for enhanced network infrastructure management.

• Must be Windows 7 64 bit compatible.

• Must provide standard 9x HDD Overwrite at end of life.

• Must be 508 accessible and provide VPAT document.

• Must include initial set-up and 2 end user training sessions.

• Must be Energy Star and Trade Compliant. Must have EPEAT Silver or high ratings.

• Print resolution: 1200 x 1200 dpi.

• Must have PCL and Post Script Print Drivers.

• Inner finisher should be able to staple, and collate print jobs.

• Internal Staple finisher – holds 500 sheets and can staple up to 50pgs corner and double. MUST be internal and not external for space reasons.

• Additional inner finisher tray – hold an additional 500 sheets.

• The scan option should have the capability to scan color.

- Scan directly to Microsoft Word, PowerPoint, and Searchable PDF formats.

- Scan speed: up to 120 ipm (BW/Color, simplex, 300 dpi).

- Four paper cassettes that can hold at least 550 sheets each.

- Paper size for the paper cassettes: 12" x 18" maximum.

- Hard disk drive standard 250 GB.

- Large, full-color, high resolution 8.4" TFT screen, in order to view all information.

- Capability to print from and scan to your laptop, iPad, or Android tablet, and iPhone, Android, or other smart phone.

- Quick startup mode: 7 seconds.

- Power requirements - plug: 120V AC, 60HZ 15A/NEMA 5-15P

- Surge protectors.

- Specifications.

- Length of warranties.

- Delivery, set up, and training.

- Cost to remove the hard drive from the copiers used as a trade-in. We will keep the hard drive, so you will be taking all the copiers without their hard drives.

- Guaranteed of parts and software upgrades for at least seven years.

- Must include initial set of supplies - toner yield to be 30,000 BW

- Cost of toner cartridge, drum, developer, etc.

- Trade in value for the following copiers:

  1. Canon IR3035 copier – serial number: MUP04654. Room 6315.
  2. Canon IR3570 copier – serial number: KLP00380. Room 2315.
  3. Canon IR3570 copier – serial number: KLP00385. Room 6333.
  4. Canon IR3530 copier – serial number: THP00178. Room 1530-B.
  5. Canon IR3235 copier – serial number: DPZ00577. Room 1530-B.
  6. Canon IR3035 copier – serial number: MUP04546. Room 4700-D.
  7. Canon IR3235 copier – serial number: DPZ00756. Room 1725 (USBC)

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