

Institute of Business Administration, Karachi
Acquisition of managed printing services

Scope	Managed Print Service solution required on Per click basis
Quantity	Two (02)
Make	Branded (HP, Xerox, RICOH, Nashua or equivalent)
Rental charges	Rental charges of prints on the basis of “per click” / “fixed monthly rent” covering MFP, Toner, Consumables, Spares, Services & Backup on when and required basis.
Min print volume	Monthly print volume shall be minimum 5000 pages per printer.
Standard functions	Copy, Email, Print, Scan
Print speed	Min. 28 to 50 ppm Ricoh / Nashua 2851 / 2852/ 4001/ 5002
Duty cycle	Min. 10,000 to 20,000 images/month
Connectivity	10/100/1000 BaseT Ethernet, High-Speed USB 2.0 direct print
Controller features	Configuration Cloning, Online Support, Remote Control Panel, Unified Address Book
Hard drive	250 GB
Processor	Dual-core 1.02 GHz
Device memory	2 GB
First-page-out time, copying	As fast as 3.7 seconds (black and white)
Maximum copy resolution	600 x 600 dpi
Copy features	Annotation, Auto reduction/enlargement, Auto tray select, Auto tray switching, Automatic 2-sided, Bates Stamping, Booklet creation, Build Job, Collation, Covers, Edge erase, ID Card Copy, Image shift, Invert image, Sample set, Transparencies
Print resolution	600 x 1200 dpi
Print features	Bi-directional status, Booklet creation, Earth Smart, Job Monitoring, Job identification, Print from USB, Scaling, Store and Recall driver settings, Printing size : A3, A4 sizes, letter and other sizes. Printing must be secure having option of PIN Authentication / RFID Reader Automatic, full duplex
OS support	HP-UX® 11 v2, IBM AIX® 5, Itanium HP-UX 11i v3, Mac OS 10.5, Mac OS 10.6, Mac OS 10.7, Mac OS 10.8, PowerPC AIX 5, Redhat Enterprise 4 and 5, Redhat® Fedora® Core 15-17, 19 x86, Solaris 10, Solaris 9, Solaris SPARC 10, Ubuntu® 12, 10 x64, Unix®, Windows Server 2012, Windows® 2003 Server, Windows® 2008 Server, Windows® 7, Windows® 8, Windows® 8.1, Windows® Vista, Windows® XP, openSUSE® 11 and 12
Scan features	Linearized PDF, Scan to home, Searchable PDF, Single-touch scanning, Single/Multi-page PDF, TIFF, XPS Automatic, full duplex 1. Secure color scanning A3, A4 sizes, letter and other sizes, Scan to Mailbox; Scan to USB, Scan to Email, Scan to Network. 2. Print and scanning que Management
Standard security features	256-bit Encryption (FIPS 140-2 compliant), Access controls, Audit log, Cisco® TrustSec Identity Services Engine (ISE) Integration, Common Criteria Certification ISO 15408, HDD overwrite, McAfee ePolicy (ePO) Compatible, McAfee® Embedded, Network authentication, SNMPv3, SSL, Secure Email, Secure Fax, Secure Print, Secure Scan, User permissions

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Software Reporting	Standard Accounting (Copy, Print, Scan, Fax, Email), Network Accounting Enablement Easily be integrated with centralized print management software such as paper cut, etc.
Accounting	<ol style="list-style-type: none"> 1. User wise tracking report. 2. Department wise tracking reporting. 3. Cut costs by identifying excess usage. 4. Add, delete and manage accounts. 5. Create and manage users, groups and general accounts.
Document handler	Single-pass Automatic Document Feeder
	Capacity: 100 sheets
	Size: 4.9 x 5 in. to 11.7 x 17 in.
	(125 x 138 mm to 297 x 432 mm)
Maximum paper capacity	2000 sheets
Paper capacity	Tray (Bypass tray): 50 sheets
	Tray 1: 500 sheets
	Tray 2: 500 sheets
	Tray 3: 500
	Tray 4 : 500
Paper size	Tray (Bypass tray): Custom sizes: 4.25 x 5.5 in. to 11 x 17 in. (105 x 148 mm to 297 x 420 mm)
	Tray 1: Custom sizes: 5.5 x 8.5 in. to 11 x 17 in. (148 x 210 mm to 297 x 420 mm)
	Tray 2: Custom sizes: 5.5 x 8.5 in. to 11 x 17 in. (148 x 210 mm to 297 x 420 mm)
	Tray (High-capacity tandem tray): Sizes: A4, Letter
	Tray (Envelope tray (replaces Tray 2)) (optional): Sizes: #10 Commercial, C5 Envelope, DL Envelope, Monarch
Power source	220 - 240 V, 50/60 Hz
Services & Supplies	Contract includes, provision of vendor owned heavy duty MFP units. Unit should not be older than 3 years and should be in good and acceptable condition. Inspecting, maintenance, repairing and replacement of the faulty parts & provision of consumables (excluding papers).
Response Timeline for Complaints	RT not exceeding 2 working hour from the time of complaint logged.
Resolution Timeline & Backup Support	Resolution time not exceeding 3-4 working hours. If there is major malfunction in the machine an equivalent backup unit having excellent quality and reliability till the time the faulty unit is replaced / repaired.
Training	Basic hands-on training will be provided to users on how to use the multiple features in the machine