

Institute of Business Administration, Karachi  
Acquisition of managed printing services

<b>Scope</b>	Managed Print Service solution required on Per click basis
<b>Quantity</b>	Two (02)
<b>Make</b>	Branded (HP, Xerox, RICOH, Nashua or equivalent)
<b>Rental charges</b>	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.
<b>Min print volume</b>	Monthly print volume shall be minimum 5000 pages per printer.
<b>Standard functions</b>	Copy, Email, Print, Scan
<b>Print speed</b>	Min. 28 to 50 ppm Ricoh / Nashua 2851 / 2852/ 4001/ 5002
<b>Duty cycle</b>	Min. 10,000 to 20,000 images/month
<b>Connectivity</b>	10/100/1000 BaseT Ethernet, High-Speed USB 2.0 direct print
<b>Controller features</b>	Configuration Cloning, Online Support, Remote Control Panel, Unified Address Book
<b>Hard drive</b>	250 GB
<b>Processor</b>	Dual-core 1.02 GHz
<b>Device memory</b>	2 GB
<b>Finishing options</b>	<b>Offsetting center catch tray:</b> 400-sheet tray
	<b>Office Finisher:</b> 2000+250-sheet tray
	<b>Office Finisher with Booklet Maker:</b> 2000+250-sheet tray
<b>First-page-out time, copying</b>	As fast as 3.7 seconds (black and white)
<b>Maximum copy resolution</b>	600 x 600 dpi
<b>Copy features</b>	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
<b>Print resolution</b>	600 x 1200 dpi
<b>Print features</b>	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
<b>OS support</b>	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
<b>Scan features</b>	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
<b>Standard security features</b>	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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<b>Software Reporting</b>	Standard Accounting (Copy, Print, Scan, Fax, Email), Network Accounting Enablement Easily be integrated with centralized print management software such as paper cut, etc.
<b>Accounting</b>	<ol style="list-style-type: none"> <li>1. User wise tracking report.</li> <li>2. Department wise tracking reporting.</li> <li>3. Cut costs by identifying excess usage.</li> <li>4. Add, delete and manage accounts.</li> <li>5. Create and manage users, groups and general accounts.</li> </ol>
<b>Document handler</b>	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)
<b>Maximum paper capacity</b>	2000 sheets
<b>Paper capacity</b>	<b>Tray</b> (Bypass tray): 50 sheets
	<b>Tray 1:</b> 500 sheets
	<b>Tray 2:</b> 500 sheets
	<b>Tray 3:</b> 500
	<b>Tray 4 :</b> 500
<b>Paper size</b>	<b>Tray</b> (Bypass tray): Custom sizes: 4.25 x 5.5 in. to 11 x 17 in. (105 x 148 mm to 297 x 420 mm)
	<b>Tray 1:</b> Custom sizes: 5.5 x 8.5 in. to 11 x 17 in. (148 x 210 mm to 297 x 420 mm)
	<b>Tray 2:</b> Custom sizes: 5.5 x 8.5 in. to 11 x 17 in. (148 x 210 mm to 297 x 420 mm)
	<b>Tray</b> (High-capacity tandem tray): Sizes: A4, Letter
	<b>Tray</b> (Envelope tray (replaces Tray 2)) (optional): Sizes: #10 Commercial, C5 Envelope, DL Envelope, Monarch
<b>Power source</b>	220 - 240 V, 50/60 Hz
<b>Services &amp; Supplies</b>	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).
<b>Response Timeline for Complaints</b>	RT not exceeding 2 working hour from the time of complaint logged.
<b>Resolution Timeline &amp; Backup Support</b>	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.
<b>Training</b>	Basic hands-on training will be provided to users on how to use the multiple features in the machine