

RFQ :25/July/2023/Two Colour Laser Jet Photocopiers \scanner

ASSAf requires to appoint a service provider for a period of 36 months commencing from 1 September 2023 to 30 August 2026 to provide in house rental two colour laser jet photocopiers/Scanner.

SPECIFICATIONS

- Brand: HP; Samsung; Brothers; Minolta etc
 - Paper size: A4\A3\A5
 - Colour: coloured and black and white
 - Scan destination: mailbox, USB and email
 - Scan file format: Tiff, PDF, JPEG, and XPS
 - Multifunctional – Print/Scan/Copy/send and optional fax
 - Print Speed Letter: 25 ppm Colour
 - Printer type: Laser multifunctional
 - Network Capability: 1Gbps LAN and WiFi.
 - 1GHz Dual Core Processor
 - Control Panel Standard: 7- inch TFT LCD WVGA Color Touch panel
 - Memory Standard: 4 or 8GB variant
 - Monthly Print Volume: 50,000 prints pm
 - Resolution: 1200 x 1200 dpi
 - In -House Rental
 - Comprehensive service level agreement
 - Delivery and Installation to all the users
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- **Note:** The quotation must show monthly as well the total of 1 year. Indicate any increases within the next three years.
 - Quotations must include all taxes.

Quote Deadline: 04 August 2023

Delivery Deadline: 19 August 2023

All technical queries may be directed to Mrs Susan Veldsman at Susan@assaf.org.za

All SCM queries may be directed to SCM at scm@assaf.org.za

EVALUATION CRITERIA

The evaluation criteria will be based on compliance, specifications and where applicable 80/20 PPPFA price point's evaluation.

SUPPORTING DOCUMENTATION

- Original/Certified B-BBEE status level verification certificate/Sworn affidavit must be submitted in order to qualify for preference points for B-BBEE)
- Must be tax compliant.
- Quotations must reflect a cost breakdown where applicable. Prices quoted must be inclusive of VAT. In case of a Non-Vat Vendor please indicate so.
- ASSAf has the right to withdraw any quotation at any time within the validity of the quotation.
- ASSAf will not award the contract to any bidder who does not comply with the terms and conditions of the bidding document and will at its own discretion appoint next qualifying supplier.