



# GUAM POWER AUTHORITY

ATURIDÁT ILEKTRESEDÁT GUAHAN  
P.O.BOX 2977 • AGANA, GUAM U.S.A. 96932-2977

October 30, 2018

## AMENDMENT NO.: VI

TO

INVITATION FOR BID NO.: GPA-097-18

FOR

### 60-MONTH COPIER LEASE AGREEMENT, INCLUSIVE OF MULTIFUNCTIONAL EQUIPMENT, MAINTENANCE SERVICES, CONSUMABLES AND SOFTWARE SOLUTIONS

Prospective Bidders are hereby notified of the following changes and response to inquiries received from Xerox dated 10/03/2018 and 10/04/2018:

#### **CHANGES:**

1. **REMOVE** Page 1a of 27 and **REPLACE** with Page 1b of 27: (see attached)

(a) **DESCRIPTION** is changed

#### **FROM:**

60-Month Copier Pooled Lease Agreement, Inclusive of Multifunctional Equipment, Maintenance Services, Consumables and Software Solutions

#### **TO NOW READ:**

60-Month Copier Lease Agreement, Inclusive of Multifunctional Equipment, Maintenance Services, Consumables and Software Solutions

(b) Under **SPECIAL REMINDERS TO PROSPECTIVE BIDDERS**,

(XX) BROCHURES/DESCRIPTIVE LITERATURE; (Shall provide detailed literature on items offered) is now required.

2. **REMOVE** Page 2a of 27 and **REPLACE** with Page 2b of 27: (see attached)

**BID FOR** is changed

#### **FROM:**

60-Month Copier Pooled Lease Agreement, Inclusive of Multifunctional Equipment, Maintenance Services, Consumables and Software Solutions

**TO NOW READ:**

60-Month Copier Lease Agreement, Inclusive of Multifunctional Equipment, Maintenance Services, Consumables and Software Solutions

3. Under Bid Specifications, **REMOVE** Pages 3, 5, 6, 7, 8, 9 and 10 of 27 and **REPLACE** with 3a, 5a, 6a, 7a, 8a, 9a and 10a of 27: (see attached)

- (a) On Page 3a of 27 under Under 1.0, **DESCRIPTION** is changed

**FROM:**

To provide the Guam Power Authority with a 60-Month Copier Pooled Lease Agreement, Inclusive of Multifunctional Equipment, Maintenance Services, Consumables and Software Solutions. Includes a total monthly allowance of 444,000 Black/White Prints and 54,000 Color Prints shared between machines.

**TO NOW READ:**

To provide the Guam Power Authority with a 60-Month Copier Lease Agreement, Inclusive of Multifunctional Equipment, Maintenance Services, Consumables and Software Solutions. Includes a total monthly allowance of \*448,000 Black/White Prints and 54,000 Color Prints shared between machines.

- (b) On Page 5a of 27 Section B. changes are as follows: (see attached)

1. Unit 2 is changed **TO NOW READ** Unit 1
2. Section B.8 is changed

**FROM:**

250 Sheet Document Feeder with dual head scanning (single pass two-sided scanning)

**TO NOW READ:**

200 Sheet Document Feeder with dual head scanning (single pass two-sided scanning)

- (c) On Page 6a of 27 changes are as follows: (see attached)

1. Section B. 24 is changed

**FROM:** 240v, 15 Amp Electrical

**TO NOW READ:** 120v, 20 Amp Electrical

2. Section C., Unit 3 is changed **TO NOW READ** Unit 2.

- (d) On Page 7a of 27 changes are as follows: (see attached)

1. Section C.26 is changed

**FROM:** 120v, 15 Amp Electrical

**TO NOW READ:** 120v, 20 Amp Electrical

2. Section D., Unit 4 is changed **TO NOW READ** Unit 3

3. Section D.26 is changed

**FROM:** 120v, 15 Amp Electrical

**TO NOW READ:** 120v, 20 Amp Electrical

(e) On Page 8a of 27 Section E., Unit 5 is changed **TO NOW READ** Unit 4 (see attached).

(f) On Page 9a of 27 Section F., Unit 6 is changed **TO NOW READ** Unit 5 (see attached).

(g) On Page 10a of 27 Section G. changes are as follows: (see attached)

1. Unit 7 is changed **TO NOW READ** Unit 6

2. Quantity is changed **FROM** 15 Each **TO NOW READ** 14 Each

3. Section G.1 is changed **FROM** Color Copier/Printer/Scanner/Fax **TO NOW READ** Copier/Printer/Scanner/Fax

4. **REMOVE** Page 23 of 27 and **REPLACE** with Page 23a of 27. (See Attached)

Under **GOVERNMENT OF GUAM GENERAL TERMS AND CONDITIONS:**

Item 26. **BILL OF SALE** is no longer a requirement.

**INCLUSION:**

**REMOVE** Page 11 of 27 and **REPLACE** with Page 11a of 27 Section H., Unit 7: PMM (5,000 BW) 1 Each (see attached).

**DELETE:**

On Page 10a of 27 under General Specifications, Section G. Unit 6, Item 7. PMM (5,000 BW) – refer to Page 11a of 27, Section H.

**Xerox inquiry dated 10/03/2018:**

**QUESTION:**

1. **Question/Request 1:** The Government of Guam is an authorized user of the GSA schedules per Guam Law (Section 14231 of the Organic Act) and GSA administrative order 4800.2G, paragraph 7.e.2 ([http://www.gsa.gov/graphics/fas/GSAOrderADM4800\\_2F/pdf.](http://www.gsa.gov/graphics/fas/GSAOrderADM4800_2F/pdf.))

GSA contract terms are standard, have been previously reviewed and accepted by the US Federal Government and many other Government of Guam agencies including the Guam Power Authority, offers eligible users fair and reasonable pricing and the ability to get additional discounts based on order volume.

All the major copier manufacturers represented on Guam including Ricoh, Konica Minolta, Canon, Sharp, Kyocera and Xerox have GSA schedules:

- Ricoh- GSA Contract No. GS-03F-0085U
- Canon GSA Contract No. Contract: GS-03F-046DA
- Konica Minolta Contract No. GS-25F-0008T
- Sharp Contract No. GS-35F-0489Y



- Kyocera Contract No. GS-03F-0045DA
- Xerox Contract No. GS-03F-137DA

**Will GPA consider bid offers based on pricing and terms of the US Federal GSA Contract?**

**ANSWER:**

Guam Power Authority will entertain the pricing and terms of the US Federal GSA Schedule.

**QUESTION:**

2. **Question/Request 2:** Section 20 of the bids General Terms and Conditions requires descriptive literature to be provided so that GPA may confirm that a bidders offer conforms to the specifications and other requirements of the solicitation. However, the "Brochures/Descriptive Literature" section of the Special Reminders to Prospective Bidders, page 1, was not selected.

**Should the "Brochures/Descriptive Literature" section on page 1 be checked?**

**ANSWER:**

Kindly refer to **CHANGES** No. 1(b) above: **REMOVE** Page 1a of 27 and **REPLACE** with Page 1b of 27. (See Attached)

**QUESTION:**

3. **Question/Request 3:** On Page 2, Required Delivery Date of the bid requires delivery of devices "6 months After Receipt of Order" and the Instruction to Bidders section indicates that a responding vendors "bid remains firm and irrevocable within one hundred twenty (120) calendar days from the date opening..."

**Can you please confirm how soon GPA expects delivery after award?**

**ANSWER:**

Delivery Requirement remains as is, 6 Months After Receipt of Order (ARO)

**QUESTION:**

4. **Question/Request 4:** Since the bid is requesting for a "pooled" lease agreement, will the aggregate totals of lease amounts offered for Bid Item Nos. 1B (Unit 2), 1C (Unit 3), 1D (Unit 4), 1E (Unit 5), 1F (Unit 6), and 1G (Unit 7) be used to evaluate a vendors total bid price?

**ANSWER:**

The basis of award is an itemized bid meeting the minimum specifications as this tender is not an all or none bid.

**QUESTION:**

5. **Question/Request 5:** On Page 23, Section 26 Bill of Sale of the Bids General Terms and Conditions is marked. Since GPA is requesting a "lease" of equipment and not a "purchase" of equipment, there wouldn't be a "Bill of Sale".

**Can you please confirm if this section was inadvertently marked?**

**ANSWER:**

Kindly refer to **CHANGES** No. 4 above: **REMOVE** Page 23 of 27 and **REPLACE** with Page 23a of 27. (See Attached)

**QUESTION:**

6. **Question/Request 6:** On page 5, Section B begins with "Unit 2."

**Is there supposed to be a Unit 1?**

**ANSWER:**

Kindly refer to **CHANGES** No. 3(b) #1 above.

**QUESTION:**

7. **Question/Request 7:** On page 3, Section A10 through A11 appears to be requiring a "scanning solution" with the ability to improve scanned images, edit them and convert between different image formats.

**How many PCs does GPA have that will require these capabilities?**

**ANSWER:**

Scan file format solution to include PDF, Multi-page TIFF, JPEG only.  
All Guam Power Authority personal computers (PCs) estimated, 300 plus.

**Xerox inquiry dated 10/04/2018:**

**QUESTION:**

1. **Question/ Request 1:** The electrical requirements for Bid Item No. 1.0B (Unit 2) requires "240v, 15A Electrical"

Xerox requests that the electrical requirement for Bid Item No. 1.0B (Unit 2) be amended to allow for 120v, 20A electrical so that a wider range of potential models can be considered/offered.

**ANSWER:**

Kindly refer to **CHANGES** No. 3(c) #1 above: **REMOVE** Page 6 of 27 and **REPLACE** with Page 6a of 27. (See Attached)

**QUESTION:**

2. **Question/ Request 2:** The electrical requirements for Bid Item No. 1.0C (Unit 3) requires "120v,15A Electrical."

Xerox requests that the electrical requirement for Bid Item No. 1.0C (Unit 3) be amended to allow for 120v, 20A electrical so that a wider range of potential models can be considered/offered.

**ANSWER:**

Kindly refer to **CHANGES** No. 3(d) #1 above: **REMOVE** Page 7 of 27 and **REPLACE** with Page 7a of 27. (See Attached)

**QUESTION:**

3. **Question/ Request 3:** The electrical requirements for Bid Item No. 1.0D (Unit 4) requires "120v, 15A Electrical."

Xerox requests that the electrical requirement for Bid Item No. 1.0D (Unit 4) be amended to allow for 120v, 20A electrical so that a wider range of potential models can be considered/offered.

**ANSWER:**

Kindly refer to **CHANGES** No. 3(d) #3 above: **REMOVE** Page 7 of 27 and **REPLACE** with Page 7a of 27. (See Attached)

**QUESTION:**

4. **Question/ Request 4:** Bid Item No. 1.0B (Unit 2) requires a "250 Sheet Document Feeder with dual head scanning (single pass two-sided scanning)"

Xerox requests that the sheet capacity of the Document Feeder be amended to allow for 200 sheet capacity ie. "200 sheet or greater Document Feeder with dual head scanning (single pass two-sided scanning)" so that a wider range of potential models can be considered/offered.

**ANSWER:**

Kindly refer to **CHANGES** No. 3(b) #2 above: **REMOVE** Page 5 of 27 and **REPLACE** with Page 5a of 27. (See Attached)

**QUESTION:**

5. **Question/ Request 5:** Bid Item No. A.19 on page 4 requires a "Low cost Software Application (Paper Cut MF or equivalent)."

- A.) How many end users will need to be tracked for print, copy, scan, and fax?
- B.) For secure print release on the MFDs, will this be with GPA designated PIN codes or by RFID/HID badge?
  - o If by RFID/HID badge, what is the specific type of badge(s) being used?

**Question/ Request 5:** How many physically separate buildings will have devices installed as a result of the bid?

**ANSWER:**

- A.) There will be an estimated 450 accounts. All accounts will be allowed to print and copy.
- B.) The required method would be GPA designated Personal Identification Number (PIN) codes.

There are a total of 14 locations.

**QUESTION:**

6. **Question/ Request 6:** Is each physically separate building connected to the same network (WANNPN)?

**ANSWER:**

Yes.

**QUESTION:**

7. **Question/ Request 7:** The aggregate total of black print allowances on the individual units being requested is 448,000 black/white prints.

***If the individual black print allowances is correct, would the total monthly black/white print pooled allowance need to be amended to reflect 448,000?***

**ANSWER:**

Kindly refer to **CHANGES** No. 3(a) above: **REMOVE** Page 3 of 27 and **REPLACE** with Page 3a of 27. (See Attached)

All other Terms and Conditions in the bid package shall remain unchanged and in full force.

  
JOHN M. BENAVENTE, P.E.  
General Manager





**JOSEPH T. DUENAS**  
Chairman



**JOHN M. BENAVENTE, P.E.**  
General Manager

Telephone Nos. (671) 648-3054/55 or Facsimile (671) 648-3165

| Accountability   | Impartiality | Competence | Openness | Value |
|--|--------------|------------|----------|-------|
| INVITATION FOR BID (IFB) NO.: GPA-097-18   |              |            |          |       |
| <b>*DESCRIPTION: 60-Month Copier Lease Agreement, Inclusive of Multifunctional Equipment, Maintenance Services, Consumables and Software Solutions</b> |              |            |          |       |

**SPECIAL REMINDERS TO PROSPECTIVE BIDDERS**

Bidders are reminded to read the Sealed Bid Solicitation and Instructions, and General Terms and Conditions attached to the IFB to ascertain that all of the following requirements checked below are submitted in the bid envelope, one (1) original, in duplicate, at the date and time for bid opening.

- (XX) BID GUARANTEE (15%) May be in the form of;  
**(NOTE: Cashier's Check or Certified Check Refunds will be ONLY be made out to the name of the Bidder.)**  
Reference #11 on the General Terms and Conditions
  - a. Cash, Bank Draft, Cashier's Check or Certified Check
  - b. Wire Transfer to Guam Power Authority. Account information shall be sent to bidders upon request.
  - c. Letter of Credit or
  - d. Surety Bond – Valid only if accompanied by:
    - 1. Current Certificate of Authority issued by the Insurance Commissioner;
    - 2. Power of Attorney issued by the Surety to the Resident General Agent;
    - 3. Power of Attorney issued by two (2) major officers of the Surety to whomever is signing on their behalf.
- ( ) STATEMENT OF QUALIFICATION;
- ( ) SAMPLES;
- \*(XX) BROCHURES/DESCRIPTIVE LITERATURE; (Shall provide detailed literature on items offered.)**
- (XX) NON-COLLUSION AFFIDAVIT;
- (XX) AFFIDAVIT OF DISCLOSURE OF MAJOR SHAREHOLDERS
- (XX) NO GRATUITIES OR KICKBACKS AFFIDAVIT;
- (XX) ETHICAL STANDARDS AFFIDAVIT;
- (XX) WAGE DETERMINATION AFFIDAVIT;
- (XX) RESTRICTIONS AGAINST SEX OFFENDERS AFFIDAVIT;  
Affidavits must comply with the following requirements:
  - a. The affidavit must be signed within 60 days of the date the bid is due;
  - b. Date of signature of the person authorized to sign the bid and the notary date must be the same.
  - c. First time affidavit **must** be an **original** – If copy, indicate Bid Number/Agency where original can be obtained.

(XX) OTHER REQUIREMENTS:  
Restrictions against Sex Offenders Affidavit, Wage Determination Affidavit, No Gratuities or Kickbacks Affidavit, Ethical Standards Affidavit, together with additional requirements set forth under required forms as specified in Section 3. A Guam Business License with proof of Employer Identification Number (EIN) is not required in order to provide a proposal for this engagement, but is a pre-condition for entering into a contract with the Authority. Bidders MUST comply with PL 26-111 dated June 18, 2002, PL 28-165 dated January 04, 2007 and Wage Determination under the Service Contract Act (www.wdol.gov). Additionally, upon award the successful bidder must provide to GPA the most recently issued Wage Determination by the US Dept. of Labor.

The reminder must be signed and returned in the bid envelope together with the bid. Failure to comply with the above requirements will mean a disqualification and rejection of the bid.

On this \_\_\_\_\_ day of \_\_\_\_\_, 2018, I, \_\_\_\_\_, authorized representative of \_\_\_\_\_, acknowledge receipt of this special reminder to prospective bidders with the above referenced IFB.

\_\_\_\_\_  
Bidder Representative's Signature

INVITATION FOR BID

ISSUING OFFICE:  
Guam Power Authority  
Procurement Management Materials Supply  
1st. Floor, Room 101  
Gloria B. Nelson Public Service Building  
688 Route 15  
Mangilao, Guam 96913

\_\_\_\_\_  
JOHN M. BENAVENTE P.E. DATE  
General Manager

\_\_\_\_\_  
DATE ISSUED: 09/25/2018  
10/02/2018 BID INVITATION NO.: GPA-097-18

\*BID FOR: 60-Month Copier Lease Agreement, Inclusive of Multifunctional Equipment Maintenance Services, Consumables, and Software Solutions

SPECIFICATION: See Attached

DESTINATION: See Attached

REQUIRED DELIVERY DATE: 6 Months After Receipt of Order

INSTRUCTIONS TO BIDDERS:

INDICATE WHETHER: \_\_\_\_\_ INDIVIDUAL \_\_\_\_\_ PARTNERSHIP \_\_\_\_\_ CORPORATION

INCORPORATED IN: \_\_\_\_\_

This bid shall be submitted in duplicate and sealed to the issuing office above no later than (Time) 2:30 P.M.  
Date: 10/09/2018 and shall be publicly opened. Bid submitted after the time and date specified above shall be rejected. See attached General Terms and Conditions and Sealed Bid Solicitation for details.

The undersigned offers and agrees to furnish within the time specified, the articles and services at the price stated opposite the respective items listed on the schedule provided, unless otherwise specified by the bidder. In consideration to the expense of the Government in opening, tabulating, and evaluating this and other bids, and other considerations, the undersigned agrees that this bid remain firm and irrevocable within one hundred twenty (120) calendar days from the date opening to supply any or all of the items which prices are quoted.

NAME AND ADDRESS OF BIDDER:

SIGNATURE AND TITLE OF PERSON  
AUTHORIZED TO SIGN THIS BID:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

AWARD: CONTRACT NO.: \_\_\_\_\_ AMOUNT: \_\_\_\_\_ DATE: \_\_\_\_\_

ITEM NO(S). AWARDED: \_\_\_\_\_

CONTRACTING OFFICER:

\_\_\_\_\_  
JOHN M. BENAVENTE, P.E. DATE  
General Manager

NAME AND ADDRESS OF CONTRACTOR:

SIGNATURE AND TITLE OF PERSON

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_



INVITATION FOR BID NO.: GPA-097-18

Requisition No.: 31826


| NO.   | DESCRIPTION   | QTY. | U/I | Monthly:     | Annually: |
|-------|---|------|-----|--------------|-----------|
| 1.0   | * To provide the Guam Power Authority with a 60-Month Copier Lease Agreement, Inclusive of Multifunctional Equipment, Maintenance Services, Consumables and Software Solutions. Includes a total monthly allowance of *448,000 Black/White Prints and 54,000 Color Prints shared between machines.  |      |     | LOT \$ _____ | \$ _____  |
| A.    | <b>GENERAL SPECIFICATIONS:</b>  |      |     |              |           |
| A.1-  | Multifunctional Printer, Scanner, Copier, Fax machine.  |      |     | _____        |           |
| A.2-  | Secured access to Documents, Data and Workflow, Password access control.  |      |     | _____        |           |
| A.3-  | Built-in Security:<br>Multi-level protection for both data and documents to minimize risk of emerging threats.<br>A. Data Encryption, Disk Overwrite, encrypted protocols (SSL),IPSec and SNMPv3<br>B. User Authentication, ACL, Audit logs<br>C. Common Criteria Certification   |      |     | _____        |           |
| A.4-  | Easy to manage as a standalone or through the network.  |      |     | _____        |           |
| A.5-  | Multitasking and collaboration, scanning, printing and faxing.  |      |     | _____        |           |
| A.6-  | High-capacity paper trays, with varying sizes.  |      |     | _____        |           |
| A.7-  | Configurable to any document type and environment, including booklets, brochures and Pamphlets.   |      |     | _____        |           |
| A.8-  | Fully embedded system, including a full scale operating systems, web servers, supports multiple protocol stacks, hardware and application programming Interface (API) to interact with enterprise systems with Whitelisting.  |      |     | _____        |           |
| A.9-  | Accounting features: Accounting and management (Copy, Print, Scan, Fax, Email), Network Accounting Enablement.  |      |     | _____        |           |
| A.10- | Must be able to provide scan features, to include color scanning on identified machines, Network Scanning, Scan to Email, Scan to Mailbox and scan Network File Server.<br>Scan File Format includes PDF, Multi-page TIFF, JPEG.<br>Scanning solution should be able to convert various formats such as PDF (Image, Searchable and Password protected PDF), BMP, TIFF and JPEG.   |      |     | _____        |           |
| A.11- | Must be able to easily move or copy documents between folders "drag and drop" to facilitate easy routing.   |      |     | _____        |           |
| A.12- | Must be able to allow manipulations of the scanned document for straightening and removing speckles. Must include the ability to scan a document for editing. Must be able to OCR Word and Excel formats. Must be able to automatically convert the scanned document into a Form format for automatic completion. Must be able to automatically transfer scanned documents to PC Desktops and delete scanned image from the server. |      |     | _____        |           |
| A.13- | Print Drivers: A truly universal print driver that lets IT administrators install, upgrade and manage all devices from a single driver. It provides a consistent, easy-to-use interface for end-users, reducing the number of support calls, and simplifying print services management.   |      |     | _____        |           |
| A.14- | 10/100/1000 Base Ethernet, USB print direct print and WiFi direct.  |      |     | _____        |           |
| A.15- | Operating System Compatibility: Microsoft Windows 7, Windows 10, Server 2003, 2008, 2012, MAC OS and Linux Redhat.  |      |     | _____        |           |
| A.16- | Network Protocols: TCP/IP, IPv4, IPv6, HTTP/HTTPS, LPR/LPD, AirPrint, Secure FTP and Raw.<br>A. Browsers: Internet Explorer 10.x, 11.x, Safari 8.x, 9.x, 10.x, Mozilla Firefox 35.x through 51.x, Opera 27.x through 41.x, Chrome 4.0x through 56.x   |      |     | _____        |           |
| A.17- | Security Features & Protocols:  |      |     | _____        |           |

**Marking Requirements:** Comply / Non-Compliance Deviations shall be reflected below:


Specifications Generated By:

 11/01/18  
MARK PANGELINAN DATE  
Building Maintenance Supervisor

Specifications Approved By:

 10/31/18  
MELINDA C. MAFNAS, P.E. DATE  
Assistant General Manager of  
Operations

Specifications Reviewed By:

 11/1/18  
JERALD A. GUZMAN DATE  
Facilities Manager



INVITATION FOR BID NO.: GPA-097-18


Requisition No.: 31826

| NO.    | DESCRIPTION   | QTY. | U/I  | Monthly: | Annually: |
|--------|---|------|------|----------|-----------|
| A.24-  | Billing statement (One Invoice) shall be provided monthly. Overage charges for overprints exceeding the allowance of Black and White and Color prints shall be calculated and billed quarterly.   |      |      |          |           |
| A.25-  | Maintenance – The Contractor shall provide Maintenance and Support and its cost shall be included in the offered bid price for the term of the contract. Maintenance and support for all units are described as all labor repair work and all necessary parts. A minimum of 4 hours response time on maintenance service calls is required. The contractor shall return all services by phone within 1 hour by phone and to arrive on-site within 4 hours for any problem that cannot be resolved over the phone. Maintenance on-site service calls shall be provided by trained, certified personnel at standard hours of Monday to Friday, 8:00 a.m. to 5:00 p.m. and must provide on-line / telephone technical support 24 hours a day, 7 days a week.                         |      |      |          |           |
| A.26-  | Equipment Guarantees - If a unit does not meet it's published specifications or its performance is unsatisfactory to the operations of GPA, the vendor shall replace the unit with a similar unit at no additional cost. All other cost associated with the replacement such as delivery and installation is also at no additional cost to GPA. If replacement is not available, then a comparable loaner unit shall be provided. A replacement unit shall be in place within 7 days. All costs associated with the loaner shall be assumed by the contractor. Request to replace unsatisfactory unit is described as repeated services calls for the following:<br>A. Consistent slow print time<br>B. Consistent jamming<br>C. Poor copy/print images (quality)<br>D. No prints |      |      |          |           |
| A.27-  | Price shall be fixed for a contract term of Sixty (60) months.  |      |      |          |           |
| A.28-  | Vendor must provide One (1) time standard relocations of 15 units during the term of the 60 months lease. Non-standard relocations, such as stairs/steps are not included and are deemed excess rigging.  |      |      |          |           |
| A.29-  | Upon completion of the 60 month contract, vendor must remove and surrender ALL internal hard drive on every device to GPA IT Division.  |      |      |          |           |
| * B.   | * Unit 1: Procurement - (50,000 BW)   | 1    | Each | \$ _____ | \$ _____  |
| B.1-   | Copier/ Printer/ Scanner  |      |      |          |           |
| B.2-   | Rated Speed of 90 - 140 prints/copies per minute in Black   |      |      |          |           |
| B.3-   | Scan speed of 120 ipm - 200 ipm   |      |      |          |           |
| B.4-   | 5 ½ x 8 ½ to 11 x 17 paper size support   |      |      |          |           |
| B.5-   | Heavyweight Paper Support   |      |      |          |           |
| B.6-   | 4000 - 4200 Total Sheet Capacity  |      |      |          |           |
| B.7-   | 5 paper trays including a by-pass tray  |      |      |          |           |
| * B.8- | 200 Sheet Document Feeder with dual head scanning (single pass two-sided scanning) minimum  |      |      |          |           |
| B.9-   | Multi position Stapling   |      |      |          |           |
| B.10-  | 2 & 3 Hole Punching   |      |      |          |           |
| B.11-  | Booklet Making with Saddle Stitch and Folding   |      |      |          |           |
| B.12-  | 50 - 70 Sheet Convenience Stapler   |      |      |          |           |
| B.13-  | Post Process Insertion (allows insertion of preprinted documents into copy and print jobs)  |      |      |          |           |
| B.14-  | 2GB RAM and 250GB Hard Drive  |      |      |          |           |
| B.15-  | Encrypted Hard Drive with Image Erase   |      |      |          |           |
| B.16-  | PCL and PostScript Print Drivers  |      |      |          |           |
| B.17-  | Two-sided printing and copying up Reduction/Enlargement from 25% up to 400%   |      |      |          |           |
| B.18-  | Network connectivity through 10/100 BaseT   |      |      |          |           |
| B.19-  | Support of Windows OS (7,8,10) and AS400 printing compatible  |      |      |          |           |
| B.20-  | Black and Color Scanning  |      |      |          |           |

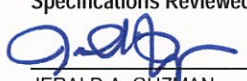
Specifications Generated By:

 11/19/18  
MARK PANGELINAN DATE  
Building Maintenance Supervisor

Specifications Approved By:

  
MELINDA C. MAFNAS, P.E. DATE  
Assistant General Manager of  
Operations

Specifications Reviewed By:

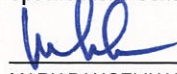
 11/17/18  
JERALD A. GUZMAN DATE  
Facilities Manager

INVITATION FOR BID NO.: GPA-097-18


Requisition No.: 31826

| NO.     | DESCRIPTION  | QTY. | U/I  | Monthly: | Annually: |
|---------|--|------|------|----------|-----------|
| B.21-   | Scan to Folder, Scan to FTP, and Scan to Email   |      |      |          |           |
| B.22-   | Scan in TIFF, Searchable and Compressed PDF formats  |      |      |          |           |
| B.23-   | Accounting, Limiting and Reporting of users' machine utilization (Copy, Print, and Scan)   |      |      |          |           |
| * B.24- | 120v, 20 Amp Electrical  |      |      |          |           |
| B.25-   | Energy Star Rated  |      |      |          |           |
|         | ***Approved Equal to or Better***  |      |      |          |           |
|         | DELIVERY REQUIREMENTS:<br>6 Months After Receipt of Order  |      |      |          |           |
|         | NOTE:<br>Notwithstanding the fact that this contract was written by one (1) party, it will be construed that it was written by two (2) parties.  |      |      |          |           |
|         | TO BE COMPLETED BY BIDDER:<br>MANUFACTURED BY / BRAND NAME: _____<br>CAT. NO. / MODEL NO.: _____<br>PLACE OF ORIGIN: _____<br>EXPORT ABROAD: _____<br>TIME OF DELIVERY AFTER RECEIPT OF PURCHASE ORDER: _____                                |      |      |          |           |
| * C.    | * Unit 2:<br>1. Customer Service (40,000 BW)<br>2. Generation Admin 1st flr. (5,000 BW)<br>3. PSCC(5,000 BW)<br>4. T&D 1st flr(10,000 BW)<br>5. T&D 2nd flr.(10,000 BW)<br>6. Information Technology (10,000 BW)<br>7. Cabras 1&2 (5,000 BW) | 7    | Each | \$ _____ | \$ _____  |
| C.1-    | Copier/ Printer/ Scanner/Fax   |      |      |          |           |
| C.2-    | Rated Speed of 65 prints/copies per minute in Black  |      |      |          |           |
| C.3-    | Black and Color Scanning   |      |      |          |           |
| C.4-    | Scan speed of 120 ipm - 200 ipm  |      |      |          |           |
| C.5-    | 5 1/2 x 8 1/2 to 11 x 17 paper size support  |      |      |          |           |
| C.6-    | Supports 16 to 80 lb. (60 to 216gsm) Paper Weights   |      |      |          |           |
| C.7-    | 5 Trays including Bypass tray with 4200 - 4700 sheet Total Paper Capacity  |      |      |          |           |
| C.8-    | 200 Sheet Document Feeder with dual head scanning (single pass two-sided scanning)   |      |      |          |           |
| C.9-    | Multi position Stapling  |      |      |          |           |
| C.10-   | 2 & 3 Hole Punching  |      |      |          |           |
| C.11-   | 50 - 70 Sheet Convenience Stapler  |      |      |          |           |
| C.12-   | 3GB RAM and 250GB Hard Drive   |      |      |          |           |
| C.13-   | Hard Drive with Image Erase  |      |      |          |           |
| C.14-   | On device anti-virus protection  |      |      |          |           |
| C.15-   | PCL and PostScript Print Drivers   |      |      |          |           |
| C.16-   | Two-sided printing and copying up to 11x17   |      |      |          |           |
| C.17-   | Reduction/Enlargement from 25% up to 400%  |      |      |          |           |
| C.18-   | Network connectivity through 10/100 BaseT  |      |      |          |           |
| C.19-   | Works with Windows OS and Mac OS   |      |      |          |           |
| C.20-   | Print From and Scan to USB Memory Drive  |      |      |          |           |
| C.21-   | Scan to Folder and Scan to Email   |      |      |          |           |
| C.22-   | Selectable Image Formats on the device: TIFF, Password protected PDF, and Searchable PDF formats   |      |      |          |           |

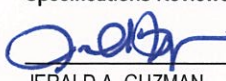
Specifications Generated By:

  
MARK PANGELINAN      DATE 11/01/18  
Building Maintenance Supervisor

Specifications Approved By:

  
MELINDA C. MAFNAS, P.E.      DATE  
Assistant General Manager of Operations

Specifications Reviewed By:

  
JERALD A. GUZMAN      DATE 11/1/18  
Facilities Manager

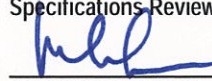


INVITATION FOR BID NO.: GPA-097-18

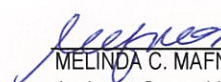
Requisition No.: 31826

| NO.   | DESCRIPTION  | QTY. | U/I  | Monthly: | Annually: |
|---|--|------|------|----------|-----------|
| C.23-   | Scan to and Print from USB Memory Device   |      |      |          |           |
| C.24-   | 33.6kbps Walkup, LAN faxing and Fax Forwarding   |      |      |          |           |
| C.25-   | Accounting, Print Volume Limiting and Reporting of users' machine utilization (Copy, Print, Scan, and Fax) |      |      |          |           |
| * C.26-   | 120v, 20 Amp Electrical  |      |      |          |           |
| C.27-   | Energy Star Rated  |      |      |          |           |
| ***Approved Equal to or Better***   |  |      |      |          |           |
| DELIVERY REQUIREMENTS:<br>6 Months After Receipt of Order   |  |      |      |          |           |
| NOTE:<br>Notwithstanding the fact that this contract was written by one (1) party, it will be construed that it was written by two (2) parties. |  |      |      |          |           |
| TO BE COMPLETED BY BIDDER:  |  |      |      |          |           |
| MANUFACTURED BY / BRAND NAME: _____   |  |      |      |          |           |
| CAT. NO. / MODEL NO.: _____   |  |      |      |          |           |
| PLACE OF ORIGIN: _____  |  |      |      |          |           |
| EXPORT ABROAD: _____  |  |      |      |          |           |
| TIME OF DELIVERY AFTER RECEIPT OF PURCHASE ORDER: _____   |  |      |      |          |           |
| * D.  | * Unit 3:  | 2    | Each | \$ _____ | \$ _____  |
|   | 1. Engineering - (20,000 BW)   |      |      |          |           |
|   | 2. Executive - (20,000 BW)   |      |      |          |           |
| D.1-  | Copier/ Printer/ Scanner/Fax   |      |      |          |           |
| D.2-  | Rated Speed of 70 - 80 prints/copies per minute in Black   |      |      |          |           |
| D.3-  | Black and Color Scanning   |      |      |          |           |
| D.4-  | Scan speed of 120 ipm - 200 ipm  |      |      |          |           |
| D.5-  | 5 1/2 x 8 1/2 to 11 x 17 paper size support  |      |      |          |           |
| D.6-  | Supports 16 to 80 lb. (60 to 216gsm) Paper Weights   |      |      |          |           |
| D.7-  | 5 Trays including Bypass tray with 4100 - 4700 sheet Total Paper Capacity                                  |      |      |          |           |
| D.8-  | 200 Sheet Document Feeder with dual head scanning (single pass two-sided scanning)                         |      |      |          |           |
| D.9-  | Multi position Stapling  |      |      |          |           |
| D.10-   | 2 & 3 Hole Punching  |      |      |          |           |
| D.11-   | 50 - 70 Sheet Convenience Stapler  |      |      |          |           |
| D.12-   | 3 GB RAM and 250GB Hard Drive  |      |      |          |           |
| D.13-   | Hard Drive with Image Erase  |      |      |          |           |
| D.14-   | On device anti-virus protection  |      |      |          |           |
| D.15-   | PCL and PostScript Print Drivers   |      |      |          |           |
| D.16-   | Two-sided printing and copying up to 11x17   |      |      |          |           |
| D.17-   | Reduction/Enlargement from 25% up to 400%  |      |      |          |           |
| D.18-   | Network connectivity through 10/100 BaseT  |      |      |          |           |
| D.19-   | Works with Windows OS and Mac OS   |      |      |          |           |
| D.20-   | Print From and Scan to USB Memory Drive  |      |      |          |           |
| D.21-   | Scan to Folder and Scan to Email   |      |      |          |           |
| D.22-   | Selectable Image Formats on the device: TIFF, Password protected PDF, and Searchable PDF formats           |      |      |          |           |
| D.23-   | Scan to and Print from USB Memory Device   |      |      |          |           |
| D.24-   | 33.6kbps Walkup, LAN faxing and Fax Forwarding   |      |      |          |           |
| D.25-   | Accounting, Print Volume Limiting and Reporting of users' machine utilization (Copy, Print, Scan, and Fax) |      |      |          |           |
| * D.26-   | 120v, 20 Amp Electrical  |      |      |          |           |
| D.27-   | Energy Star Rated  |      |      |          |           |

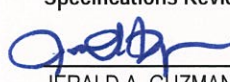
Specifications Reviewed By:

 11/01/18  
MARK PANGELINAN DATE  
Building Maintenance Supervisor

Specifications Approved By:

 DATE  
MELINDA C. MAFNAS, P.E. DATE  
Assistant General Manager of  
Operations

Specifications Reviewed By:

 11/1/18  
JERALD A. GUZMAN DATE  
Facilities Manager

INVITATION FOR BID NO.: GPA-097-18

Requisition No.: 31826

| NO. | DESCRIPTION | QTY. | U/I | Monthly: | Annually: |
|-----|-------------|------|-----|----------|-----------|
|-----|-------------|------|-----|----------|-----------|

\*\*\*Approved Equal to or Better\*\*\*

DELIVERY REQUIREMENTS:  
6 Months After Receipt of Order

NOTE:  
Notwithstanding the fact that this contract was written by one (1) party, it will be construed that it was written by two (2) parties.

TO BE COMPLETED BY BIDDER:

MANUFACTURED BY / BRAND NAME: \_\_\_\_\_

CAT. NO. / MODEL NO.: \_\_\_\_\_

PLACE OF ORIGIN: \_\_\_\_\_

EXPORT ABROAD: \_\_\_\_\_

TIME OF DELIVERY AFTER RECEIPT OF PURCHASE ORDER: \_\_\_\_\_

|      |  |   |      |          |          |
|------|--|---|------|----------|----------|
| * E. | * Unit 4:<br>1. Generation Admin 2nd flr.(8,000 BW/2,000 C)<br>2. Meter/Relay (5,000 BW/5,000 C) | 2 | Each | \$ _____ | \$ _____ |
|------|--|---|------|----------|----------|

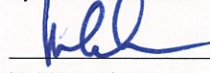
- E.1- Color Copier/ Printer/ Scanner
- E.2- Rated Speed of 50 - 60 prints/copies per minute in Black and 50 prints/copies per minute in Color
- E.3- Black and Color Scanning
- E.4- Scan speed of up to 80 ipm - 140 ipm
- E.5- 5 ½ x 8 ½ to 11 x 17 paper size support
- E.6- Supports 16 to 110 lb. (60 to 300gsm) Paper Weights
- E.7- 5 Trays including Bypass tray with 2400 - 4300 sheet Total Paper Capacity
- E.8- 130 Sheet Document Feeder with dual head scanning (single pass two-sided scanning)
- E.9- 50-sheet stapling with 2 and 3 Hole Punching
- E.10- 50 - 70 Sheet Convenience Stapler
- E.11- 4GB RAM and 250 GB Hard Drive
- E.12- Hard Drive Encryption with Image Erase
- E.13- On device anti-virus protection
- E.14- PCL and PostScript Print Drivers
- E.15- Selectable Image Formats on the device: TIFF, Password protected PDF, and Searchable PDF formats
- E.16- Two-sided printing and copying up to 11x17
- E.17- Reduction/Enlargement from 25% up to 400%
- E.18- 1200 x 2400 dpi print resolution
- E.19- Network connectivity through 10/100/1000 BaseT
- E.20- Print From and Scan to USB Memory Drive
- E.21- Scan to Folder and Scan to Email
- E.22- Accounting, Print Volume Limiting and Reporting of users' machine utilization (Copy, Print, Scan, and Fax)
- E.23- 120v, 15 Amp Electrical
- E.24- Energy Star Rated

\*\*\*\*Approved Equal to or Better\*\*\*\*

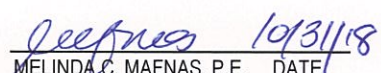
DELIVERY REQUIREMENTS:  
6 Months After Receipt of Order

NOTE:

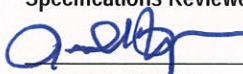
Specifications Generated By:

 11/01/18  
MARK PANGELINAN DATE  
Building Maintenance Supervisor

Specifications Approved By:

 10/31/18  
MELINDA C. MAFNAS, P.E. DATE  
Assistant General Manager of  
Operations

Specifications Reviewed By:

 11/1/18  
JERALD A. GUZMAN DATE  
Facilities Manager



INVITATION FOR BID NO.: GPA-097-18


Requisition No.: 31826

| NO.   | DESCRIPTION   | QTY. | U/I  | Monthly: | Annually: |
|-------|---|------|------|----------|-----------|
|       | Notwithstanding the fact that this contract was written by one (1) party, it will be construed that it was written by two (2) parties.  |      |      |          |           |
|       | <b>TO BE COMPLETED BY BIDDER:</b>   |      |      |          |           |
|       | MANUFACTURED BY / BRAND NAME: _____   |      |      |          |           |
|       | CAT. NO. / MODEL NO.: _____   |      |      |          |           |
|       | PLACE OF ORIGIN: _____  |      |      |          |           |
|       | EXPORT ABROAD: _____  |      |      |          |           |
|       | TIME OF DELIVERY AFTER RECEIPT OF PURCHASE ORDER: _____   |      |      |          |           |
| * F.  | * Unit 5:<br>1. Human Resources(20,000 BW/5,000 C)<br>2. Accounting(35,000 BW/7,000C)<br>3. Executive (50,000BW/15,000C)<br>4. Customer Service(35,000 BW/5,000 C)<br>5. SPORD/AGM (50,000 BW/15,000 C) | 5    | Each | \$ _____ | \$ _____  |
| F.1-  | Color Copier/ Printer/ Scanner/ Fax   |      |      |          |           |
| F.2-  | Rated Speed of 70 - 80 prints/copies per minute in Black and 70 prints/copies per minute in Color   |      |      |          |           |
| F.3-  | Black and Color Scanning  |      |      |          |           |
| F.4-  | Scan speed of up to 135 - 220 ipm   |      |      |          |           |
| F.5-  | 5 ½ x 8 ½ to 11 x 17 paper size support   |      |      |          |           |
| F.6-  | Supports 16 to 110 lb. (60 to 300gsm) Paper Weights   |      |      |          |           |
| F.7-  | 5 Trays including Bypass tray with of 3100 - 4600 sheet Total Paper Capacity  |      |      |          |           |
| F.8-  | 130 Sheet Document Feeder with dual head scanning (single pass two-sided scanning)  |      |      |          |           |
| F.9-  | 50-sheet stapling with 2 and 3 Hole Punching and Booklet Making with Center-stitch and automatic folding  |      |      |          |           |
| F.10- | Off-line 50 - 70 Sheet Convenience Stapler with workshelf   |      |      |          |           |
| F.11- | 2.5GB RAM and 250 GB Hard Drive   |      |      |          |           |
| F.12- | Hard Drive Encryption with Image Erase  |      |      |          |           |
| F.13- | On device anti-virus protection   |      |      |          |           |
| F.14- | PCL and PostScript Print Drivers  |      |      |          |           |
| F.15- | Selectable Image Formats on the device: TIFF, Password protected PDF, and Searchable PDF formats Two-sided printing and copying up to 11x17   |      |      |          |           |
| F.16- | Reduction/Enlargement from 25% up to 400%   |      |      |          |           |
| F.17- | 1200 x 2400 dpi print resolution  |      |      |          |           |
| F.18- | Network connectivity through 10/100/1000 BaseT  |      |      |          |           |
| F.19- | Print From and Scan to USB Memory Drive   |      |      |          |           |
| F.20- | Scan to Folder and Scan to Email  |      |      |          |           |
| F.21- | Accounting, Print Volume Limiting and Reporting of users' machine utilization (Copy, Print, Scan, and Fax)  |      |      |          |           |
| F.22- | 33.6kbps Walkup, LAN faxing and Fax Forwarding to Email   |      |      |          |           |
| F.23- | 120v, 15 Amp Electrical   |      |      |          |           |
| F.24- | Energy Star Rated   |      |      |          |           |

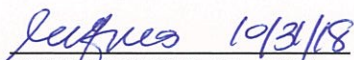
\*\*\*Approved Equal to or Better\*\*\*


DELIVERY REQUIREMENTS:  
6 Months After Receipt of Order

NOTE:  
Notwithstanding the fact that this contract was written by one

Specifications Generated By:  
  
MARK PANGELINAN DATE 11/01/18  
Building Maintenance Supervisor

Specifications Approved By:

  
MELINDA C. MAFNAS, P.E. DATE 10/31/18  
Assistant General Manager of Operations

Specifications Reviewed By:  
  
JERALD A. GUZMAN DATE 11/2/18  
Facilities Manager



INVITATION FOR BID NO.: GPA-097-18  
Requisition No.: 31826

| NO. | DESCRIPTION | QTY. | U/I | Monthly: | Annually: |
|-----|-------------|------|-----|----------|-----------|
|-----|-------------|------|-----|----------|-----------|


(1) party, it will be construed that it was written by two (2) parties.

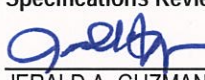
**TO BE COMPLETED BY BIDDER:**  
 MANUFACTURED BY / BRAND NAME: \_\_\_\_\_  
 CAT. NO. / MODEL NO.: \_\_\_\_\_  
 PLACE OF ORIGIN: \_\_\_\_\_  
 EXPORT ABROAD: \_\_\_\_\_  
 TIME OF DELIVERY AFTER RECEIPT OF PURCHASE ORDER: \_\_\_\_\_


\* G. \* Unit 6: \*14 Each \$ \_\_\_\_\_ \$ \_\_\_\_\_

- 1. Accounting(5,000 BW)
  - 2. Facilities(2,000 BW)
  - 3. Dededo C.T.(5,000)
  - 4. Tenjo (5,000 BW)
  - 5. Julale (15,000 BW)
  - 6. Safety (3,000 BW)
  - \* 7. PMM (5,000 BW) - DELETE - Refer to Page 11a of 27, Section H.
- Unit 7**
- 8. Transportation (5,000 BW)
  - 9. Dededo Warehouse (5,000 BW)
  - 10. Cabras Warehouse (3,000 BW)
  - 11. P.I.O (3,000 BW)
  - 12. WSD (3,000 BW)
  - 13. Internal Audit (5,000 BW)
  - 14. Cash Management (3,000 BW)
  - 15. Piti No. 7 (3,000 BW)

- \* G.1- Copier/Printer/ Scanner/ Fax
- G.2- Rated Speed of 45 - 55 prints/copies per minute in Black \_\_\_\_\_
- G.3- Black and Color Scanning \_\_\_\_\_
- G.4- Scan speed of up to 50 ipm - 160 ipm \_\_\_\_\_
- G.5- 5 ½ x 8 ½ to 8 ½ x 14 paper size support \_\_\_\_\_
- G.6- Supports 16 to 80 lb. (60 to 216gsm) Paper Weights \_\_\_\_\_
- G.7- 5 Trays including Bypass tray with 1100 - 2450 sheet Total Paper Capacity \_\_\_\_\_
- G.8- 60 Sheet Automatic Duplexing Document Feeder \_\_\_\_\_
- G.9- 20 - 70 sheet offline Convenience Stapler \_\_\_\_\_
- G.10- 2GB RAM and 250GB Hard Drive \_\_\_\_\_
- G.11- Hard Drive with Image Erase \_\_\_\_\_
- G.12- On device anti-virus protection \_\_\_\_\_
- G.13- PCL and PostScript Print Drivers \_\_\_\_\_
- G.14- ID Card Copying (Scan of both sides of an ID card and print front and back ID card images on to one side of a sheet of paper) \_\_\_\_\_
- G.15- Two-sided printing and copying up to 8 ½ x 14 \_\_\_\_\_
- G.16- Reduction/Enlargement from 25% up to 400% \_\_\_\_\_
- G.17- Network connectivity through 10/100/1000 BaseT \_\_\_\_\_
- G.18- Print From and Scan to USB Memory Drive \_\_\_\_\_
- G.19- Scan to Folder and Scan to Email \_\_\_\_\_
- G.20- Selectable Image Formats on the device: TIFF, Password protected PDF, and Searchable PDF formats \_\_\_\_\_
- G.21- 33.6kbps Walkup, LAN faxing and Fax Forwarding to Email \_\_\_\_\_
- G.22- Accounting, Limiting via password, and Reporting of users' machine utilization (Copy, Print, Fax, and Scan) \_\_\_\_\_
- G.23- 120v, 15 Amp Electrical \_\_\_\_\_

Specifications Generated By:  
  
 \_\_\_\_\_  
 MARK PANGELINAN DATE 11/01/18  
 Building Maintenance Supervisor

Specifications Reviewed By:  
  
 \_\_\_\_\_  
 JERALD A. GUZMAN DATE 11/21/18  
 Facilities Manager

Specifications Approved By:  
  
 \_\_\_\_\_  
 MELINDA C. MAFNAS, P.E. DATE 10/31/18  
 Assistant General Manager of Operations



INVITATION FOR BID NO.: GPA-097-18

Requisition No.: 31826

| NO.     | DESCRIPTION   | QTY. | U/I  | Monthly: | Annually: |
|---------|---|------|------|----------|-----------|
| G.24-   | Energy Star Rated   |      |      |          |           |
| * H.    | * Unit 7:<br>1. PMM (5,000 BW)  | 1    | Each | \$ _____ | \$ _____  |
| H.1-    | Copier/ Printer/ Scanner/ Fax   |      |      |          |           |
| H.2-    | Rated Speed of 45 - 55 prints/copies per minute in Black  |      |      |          |           |
| H.3-    | Black and Color Scanning  |      |      |          |           |
| H.4-    | Scan speed of up to 50 ipm - 160 ipm  |      |      |          |           |
| H.5-    | 5 ½ x 8 ½ to 8 ½ x 14 paper size support  |      |      |          |           |
| H.6-    | Supports 16 to 80 lb. (60 to 216gsm) Paper Weights  |      |      |          |           |
| H.7-    | 5 Trays including Bypass tray with 1100 - 2450 sheet Total Paper Capacity   |      |      |          |           |
| H.8-    | 60 Sheet Automatic Duplexing Document Feeder  |      |      |          |           |
| H.9-    | 20 - 70 sheet offline Convenience Stapler   |      |      |          |           |
| H.10-   | 2GB RAM and 250GB Hard Drive  |      |      |          |           |
| H.11-   | Hard Drive with Image Erase   |      |      |          |           |
| H.12-   | On device anti-virus protection   |      |      |          |           |
| H.13-   | PCL and PostScript Print Drivers  |      |      |          |           |
| H.14-   | ID Card Copying (Scan of both sides of an ID card and print front and back ID card images on to one side of a sheet of paper) |      |      |          |           |
| H.15-   | Two-sided printing and copying up to 8 ½ x 14   |      |      |          |           |
| H.16-   | Reduction/Enlargement from 25% up to 400%   |      |      |          |           |
| H.17-   | Network connectivity through 10/100/1000 BaseT  |      |      |          |           |
| H.18-   | Print From and Scan to USB Memory Drive   |      |      |          |           |
| H.19-   | Scan to Folder and Scan to Email  |      |      |          |           |
| H.20-   | Selectable Image Formats on the device: TIFF, Password protected PDF, and Searchable PDF formats                              |      |      |          |           |
| H.21-   | 33.6kbps Walkup, LAN faxing and Fax Forwarding to Email   |      |      |          |           |
| H.22-   | Accounting, Limiting via password, and Reporting of users' machine utilization (Copy, Print, Fax, and Scan)                   |      |      |          |           |
| H.23-   | 120v, 15 Amp Electrical   |      |      |          |           |
| H.24-   | Energy Star Rated   |      |      |          |           |
| * H.25- | With the ability to accommodate Two (2) fax lines (Incoming and Outgoing fax)   |      |      |          |           |

\*\*\*Approved Equal to or Better\*\*\*

DELIVERY REQUIREMENTS:  
6 Months After Receipt of Order

NOTE:  
Notwithstanding the fact that this contract was written by one (1) party, it will be construed that it was written by two (2) parties.

TO BE COMPLETED BY BIDDER:

MANUFACTURED BY / BRAND NAME: \_\_\_\_\_


CAT. NO. / MODEL NO.: \_\_\_\_\_

PLACE OF ORIGIN: \_\_\_\_\_


EXPORT ABROAD: \_\_\_\_\_

TIME OF DELIVERY AFTER RECEIPT OF PURCHASE ORDER: \_\_\_\_\_

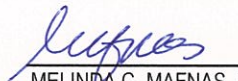
SPECIFICATION GENERATED BY:

 11/01/10  
MARK PANGELINAN DATE  
Building Maintenance Supervisor

SPECIFICATION APPROVED BY:

 11/1/10  
JERALD A. GUZMAN DATE  
Facilities Manager

SPECIFICATION APPROVED BY:

 10/31/10  
MELINDA C. MAFNAS, P.E. DATE  
Assistant General Manager of Operations

- [X] 13. **PERFORMANCE GUARANTEE:** Bidders who are awarded a contract under this solicitation, guarantee that goods will be delivered or required services performed within the time specified. Failure to perform the contract in a satisfactory manner may be cause for suspension or debarment from doing business with the Government and to enforce Section 23 of these General Terms and Conditions. In addition, the Government will hold the Vendor liable and will enforce the requirements as set forth in Section 41 of these General Terms and Conditions.
- [X] 14. **SURETY BONDS:** Bid and Performance Bonds coverage must be signed or countersigned in Guam by a foreign or alien surety's resident general agent. The surety must be an Insurance Company, authorized by the government of Guam and qualified to do business in Guam. Bids will be disqualified if the Surety Company does not have a valid Certificate of Authority from the Government of Guam to conduct business in Guam.
- [X] 15. **COMPETENCY OF BIDDERS:** Bids will be considered only from such bidders who, in the opinion of the Government, can show evidence of their ability, experience, equipment, and facilities to render satisfactory service.
- [X] 16. **DETERMINATION OF RESPONSIBILITY OF BIDDERS:** The Chief Procurement Officer reserves the right for securing from bidders information to determine whether or not they are responsible and to inspect plant site, place of business; and supplies and services as necessary to determine their responsibility in accordance with Section 15 of these General Terms and Conditions (GPR Section 3-401).
- [X] 17. **STANDARD FOR DETERMINATION OF LOWEST RESPONSIBLE BIDDER:** In determining the lowest responsible offer, the Chief Procurement Officer shall be guided by the following:
- a) Price of items offered.
  - b) The ability, capacity, and skill of the Bidder to perform.
  - c) Whether the Bidder can perform promptly or within the specified time.
  - d) The quality of performance of the Bidder with regards to awards previously made to him.
  - e) The previous and existing compliance by the Bidder with laws and regulations relative to procurement.
  - f) The sufficiency of the financial resources and ability of the Bidder to perform.
  - g) The ability of the bidder to provide future maintenance and services for the subject of the award.
  - h) **The compliance with all of the conditions to the Solicitation.**
- [X] 18. **TIE BIDS:** If the bids are for the same unit price or total amount in the whole or in part, the Chief Procurement Officer will determine award based on Section 3.202.15.2, or to reject all such bids (GPR Section 3-202.15.2).
- [ ] 19. **BRAND NAMES:** Any reference in the Solicitation to manufacturer's Brand Names and number is due to lack of a satisfactory specification of commodity description. Such preference is intended to be descriptive, but not restrictive and for the sole purpose of indicating prospective bidders a description of the article or services that will be satisfactory. Bids on comparable items will be considered provided the bidder clearly states in his bid the exact articles he is offering and how it differs from the original specification.
- [X] 20. **DESCRIPTIVE LITERATURE:** Descriptive literature(s) as specified in this solicitation must be furnished as a part of the bid and must be received at the date and time set for opening Bids. The literature furnished must clearly identify the item(s) in the Bid. The descriptive literature is required to establish, for the purpose of evaluation and award, details of the product(s) the bidder proposes to furnish including design, materials, components, performance characteristics, methods of manufacture, construction, assembly or other characteristics which are considered appropriate. Rejection of the Bid will be required if the descriptive literature(s) do not show that the product(s) offered conform(s) to the specifications and other requirements of this solicitation. Failure to furnish the descriptive literature(s) by the time specified in the Solicitation will require rejection of the bid.
- [ ] 21. **SAMPLES:** Sample(s) of item(s) as specified in this solicitation must be furnished as a part of the bid and must be received at the date and time set for opening Bids. The sample(s) should represent exactly what the bidder proposes to furnish and will be used to determine if the item(s) offered complies with the specifications. Rejection of the Bid will be required if the sample(s) do not show that the product(s) offered conform(s) to the specifications and other requirements of this solicitation. Failure to furnish the sample(s) by the time specified in the Solicitation will require rejection of the Bid.
- [ ] 22. **LABORATORY TEST:** Successful bidder is required to accompany delivery of his goods with a Laboratory Test Report indicating that the product he is furnishing the Government meets with the specifications. This report is on the bidder's account and must be from a certified Testing Association.
- [X] 23. **AWARD, CANCELLATION, & REJECTION:** Award shall be made to the lowest responsible and responsive bidder, whose bid is determined to be the most advantageous to the Government, taking into consideration the evaluation factors set forth in this solicitation. No other factors or criteria shall be used in the evaluation. The right is reserved as the interest of the Government may require to waive any minor irregularity in bid received. The Chief Procurement Officer shall have the authority to award, cancel, or reject bids, in whole or in part for any one or more items if he determines it is in the public interest. Award issued to the lowest responsible bidder within the specified time for acceptance as indicated in the solicitation, results in a bidding contract without further action by either party. In case of an error in the extension of prices, unit price will govern. It is the policy of the Government to award contracts to qualified local bidders. The government reserves the right to increase or decrease the quantity of the items for award and make additional awards for the same type items and the vendor agrees to such modifications and additional awards based on the bid prices for a period of thirty (30) days after original award. No award shall be made under this solicitation which shall require advance payment or irrevocable letter of credit from the government (GPR Section 3-202.14.1).
- [ ] 24. **MARKING:** Each outside container shall be marked with the Purchase Order number, item number, brief item description and quantity. Letter marking shall not be less than 3/4" in height.
- [X] 25. **SCHEDULE FOR DELIVERY:** Successful bidder shall notify the Guam Power Authority Dededo Warehouse at (671) 653-2073, Information Technology Division at (671) 648-3060, and/or Guam Power Authority Cabras Warehouse at (671) 475-3319, at least twenty-four (24) hours before delivery of any item under this solicitation.
- \*| [ ] 26. **BILL OF SALE:** Successful supplier shall render Bills of Sale for each item delivered under this contract. Failure to comply with this requirement will result in rejection of delivery. The Bill of Sale must accompany the items delivered but will not be considered as an invoice for payment. Supplier shall bill the Government in accordance with billing instructions as indicated on the Purchase Order.