

## SPECIFICATIONS FOR COPIER BID

Specifications for one (1) or more color model copier and/or black and white model copier:

- ❖ Copy/Print/Scan and Fax copier
- ❖ Networking capabilities
- ❖ Dual-sided scan
- ❖ Color scan
- ❖ Two 500 paper drawers
- ❖ Minimum 1,000 sheet finisher with staple capabilities
- ❖ 30 – 40 pages per minute
- ❖ Service which includes all supplies except paper and staples
- ❖ 60 month lease

Bid must include monthly lease payment amount, as well as cost per print amount