

COMBINED SYNOPSIS/SOLICITATION

Request for Quotation Number SB1341-16-RQ-0243

THIS IS A COMBINED SYNOPSIS/SOLICITATION FOR COMMERCIAL ITEMS PREPARED IN ACCORDANCE WITH THE FORMAT IN FAR SUBPART 12.6-STREAMLINED PROCEDURES FOR EVALUATION AND SOLICITATION FOR COMMERCIAL ITEMS-AS SUPPLEMENTED WITH ADDITIONAL INFORMATION INCLUDED IN THIS NOTICE. THIS ANNOUNCEMENT CONSTITUTES THE ONLY SOLICITATION; QUOTATIONS ARE BEING REQUESTED, AND A WRITTEN SOLICITATION DOCUMENT WILL NOT BE ISSUED.

This solicitation is a Request for Quotations (RFQ). The solicitation document and incorporated provisions and clauses are those in effect through Federal Acquisition Circular 2005-87 effective March 15th, 2016.

The associated North American Industrial Classification System (NAICS) code for this procurement is 333316 with a small business size standard of 1,000 employees. This acquisition is a 100% set aside for qualified small businesses. Offerors must be qualified as a small business per the NAICS code size standard. Simplified acquisition procedures will be utilized. The Small Business Administration has issued a class waiver of the non-manufacturer rule for this NAICS code. The requirements of the non-manufacturer rule are waived for this requirement.

The Biomolecular Measurement Division (BMD) and the Chemical Sciences Division (CSD), two divisions within the Material Measurement Laboratory (MML) at the National Institute of Standards and Technology (NIST), support NIST's mission to carry out collection, compilation, critical evaluation, publication and sale of standard reference data in accordance with Public Law 90-396. 90th Congress, H.R. 6279, July 11, 1968. Groups within BMD and CSD that share space on the third floor of Building 221 in Gaithersburg, Maryland require two fully functional multifunction devices for copying, scanning, and printing in order to fulfill their duties at NIST. These two multifunction devices will replace two multifunction devices that are no longer functional and cannot be returned to a functional status.

The purpose of this procurement is to purchase two (2) Multifunction Devices meeting or exceeding the minimum specifications stated in the Statement of Work including installation, training and warranty as well as a maintenance service agreement to include maintenance, repairs and consumables (excluding paper) for one prorated base year and four option years.

OPTION LINE ITEMS

Line items listed below are option line items for maintenance, repair and consumables. Quoters must provide a firm-fixed price for all option line items. The price for the option line item shall remain valid in accordance with the following:

Color

- Line Item 0004 – One year from the expiration date of the warranty;
- Line Item 0006 – Two years from the expiration date of the warranty;
- Line Item 0008 - Three years from the expiration date of the warranty;
- Line Item 0010 – Four years from the expiration date of the warranty;
- Black and White
- Line Item 0015 – One year from the expiration date of the warranty;
- Line Item 0017 – Two years from the expiration date of the warranty;
- Line Item 0019 - Three years from the expiration date of the warranty;
- Line Item 0021 – Four years from the expiration date of the warranty;

Line items listed below are option line items for overage charges on pages. Quoters must provide a per page fixed price for color and black and white copies separately. Though quoters are required to provide a per page price, the total line item shall remain Not to Exceed \$300.00 for each option year. The price for the option line items shall remain valid in accordance with the following:

Color

- Line Item 0005 – One year from the date of acceptance of the multifunction device;
- Line Item 0007 – Two years from the date of acceptance of the multifunction device;
- Line Item 0009 - Three years from the date of acceptance of the multifunction device;
- Line Item 0011 – Four years from the date of acceptance of the multifunction device.
- Black and White
- Line Item 0016 – One year from the date of acceptance of the multifunction device;
- Line Item 0018 – Two years from the date of acceptance of the multifunction device;
- Line Item 0020 - Three years from the date of acceptance of the multifunction device;
- Line Item 0022 – Four years from the date of acceptance of the multifunction device.

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The period of performance for each option line item shall be one year from the date of exercise of option. The Government may exercise the option line item, at its discretion, any time in accordance with the timelines above. Options will be exercised by the issuance of a purchase order modification (Standard Form 30).

Responsible quoters shall provide pricing for all of the following line items.

LINE ITEM 0001 –BASE ITEM Quantity one (1) each Multifunction Device. Contractor shall supply one Multifunction Device that meets or exceeds the minimum specifications as described in the Statement of Work. The device shall be delivered FOB Destination. The contractor shall supply a quantity of consumables with the device to cover the device's operation through the warranty period. Installation and training as described in the statement of work included.

LINE ITEM 0002 –BASE ITEM Quantity 8 Months, Repair Maintenance and Consumables. The contractor shall provide on-site repair and preventive maintenance, parts, and consumables (toner, parts and consumables except for paper) as specified in the Statement of Work.

LINE ITEM 0003 –BASE ITEM Quantity 8 Months, Overage Charges for Black and White and Color pages. Contractor shall quote per page overage charges for Color and Black and White pages. Total price of CLIN shall not exceed \$300.00 for the year.

LINE ITEM 0004 –OPTION YEAR 1 Quantity one (1) Quantity 12 Months, Repair Maintenance and Consumables. The contractor shall provide on-site repair and preventive maintenance, parts, and consumables (toner, parts and consumables except for paper) as specified in the Statement of Work.

LINE ITEM 0005 –OPTION YEAR 1 One (1) Year, Overage Charges for Black and White and Color pages. The contractor shall quote per page overage charges for Color and Black and White pages. Total price of CLIN shall not exceed \$300.00

LINE ITEM 0006 –OPTION YEAR 2 Quantity one (1) Quantity 12 Months, Repair Maintenance and Consumables. The contractor shall provide on-site repair and preventive maintenance, parts, and consumables (toner, parts and consumables except for paper) as specified in the Statement of Work.

LINE ITEM 0007 –OPTION YEAR 2 One (1) Year, Overage Charges for Black and White and Color pages. The contractor shall quote per page overage charges for Color and Black and White pages. Total price of CLIN shall not exceed \$300.00

LINE ITEM 0008 –OPTION YEAR 3 Quantity one (1) Quantity 12 Months, Repair Maintenance and Consumables. The contractor shall provide on-site repair and preventive maintenance, parts, and consumables (toner, parts and consumables except for paper) as specified in the Statement of Work.

LINE ITEM 0009 –OPTION YEAR 3 One (1) Year, Overage Charges for Black and White and Color pages. The contractor shall quote per page overage charges for Color and Black and White pages. Total price of CLIN shall not exceed \$300.00

LINE ITEM 0010 –OPTION YEAR 4 Quantity one (1) Quantity 12 Months, Repair Maintenance and Consumables. The contractor shall provide on-site repair and preventive maintenance, parts, and consumables (toner, parts and consumables except for paper) as specified in the Statement of Work.

LINE ITEM 0011 –OPTION YEAR 4 One (1) Year, Overage Charges for Black and White and Color pages. The contractor shall quote per page overage charges for Color and Black and White pages. Total price of CLIN shall not exceed \$300.00

LINE ITEM 0012 –BASE ITEM Quantity one (1) each Multifunction Device. Contractor shall supply one Multifunction Device that meets or exceeds the minimum specifications as described in the Statement of Work. The device shall be delivered FOB Destination. The contractor shall supply a quantity of consumables with the device to cover the device's operation through the warranty period. Installation and training as described in the statement of work included.

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LINE ITEM 0013 –BASE ITEM 8 Months, Repair Maintenance and Consumables. The contractor shall provide on-site repair and preventive maintenance, parts, and consumables (toner, parts and consumables except for paper) as specified in the Statement of Work.

LINE ITEM 0014 –BASE ITEM 8 Months, Overage Charges for Black and White and Color pages. Contractor shall quote per page overage charges for Color and Black and White pages. Total price of CLIN shall not exceed \$300.00 for the year.

LINE ITEM 0015 –OPTION YEAR 1 Quantity one (1) Quantity 12 Months, Repair Maintenance and Consumables. The contractor shall provide on-site repair and preventive maintenance, parts, and consumables (toner, parts and consumables except for paper) as specified in the Statement of Work.

LINE ITEM 0016–OPTION YEAR 1 One (1) Year, Overage Charges for Black and White pages. The contractor shall quote per page overage charges for Black and White pages. Total price of CLIN shall not exceed \$300.00

LINE ITEM 0017 –OPTION YEAR 2 Quantity one (1) Quantity 12 Months, Repair Maintenance and Consumables. The contractor shall provide on-site repair and preventive maintenance, parts, and consumables (toner, parts and consumables except for paper) as specified in the Statement of Work.

LINE ITEM 0018–OPTION YEAR 2 One (1) Year, Overage Charges for Black and White pages. The contractor shall quote per page overage charges for Black and White pages. Total price of CLIN shall not exceed \$300.00

LINE ITEM 0019 –OPTION YEAR 3 Quantity one (1) Quantity 12 Months, Repair Maintenance and Consumables. The contractor shall provide on-site repair and preventive maintenance, parts, and consumables (toner, parts and consumables except for paper) as specified in the Statement of Work.

LINE ITEM 0020–OPTION YEAR 3 One (1) Year, Overage Charges for Black and White pages. The contractor shall quote per page overage charges for Black and White pages. Total price of CLIN shall not exceed \$300.00

LINE ITEM 0021 –OPTION YEAR 4 Quantity one (1) Quantity 12 Months, Repair Maintenance and Consumables. The contractor shall provide on-site repair and preventive maintenance, parts, and consumables (toner, parts and consumables except for paper) as specified in the Statement of Work.

LINE ITEM 0022–OPTION YEAR 4 One (1) Year, Overage Charges for Black and White pages. The contractor shall quote per page overage charges for Black and White pages. Total price of CLIN shall not exceed \$300.00

DELIVERY

Delivery, installation, training, and demonstration of specifications shall be completed not later than 30 days after award. Delivery terms shall be FOB Destination.

FOB DESTINATION MEANS: The contractor shall pack and mark the shipment in conformance with carrier requirements, deliver the shipment in good order and condition to the point of delivery specified in the purchase order, be responsible for loss of and/or damage to the goods occurring before receipt and acceptance of the shipment by the consignee at the delivery point specified in the purchase order; and pay all charges to the specified point of delivery.

PAYMENT SCHEDULE

Line items 0001 and 00012

The Contractor shall be paid in one lump sum payment upon successful completion of delivery, installation, training and demonstration of specifications.

Line items 0002, 0004, 0006, 0008, 0010, 0013, 0015, 0017, 0019, and 0021

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The Contractor shall be paid on a monthly basis, in arrears. Proper invoices shall be approved for payment if all services required to be completed within the billing period have been successfully completed. Invoices will not be approved for payment if services are pending or outstanding.

Line items 0003, 0005, 0007, 0009, 0011, 0014, 0016, 0018, 0020, and 0022

The Contractor shall be paid on a monthly basis in arrears only if the PCO has exceeded their agreed upon monthly page consumption. The Contractor shall only invoice for the exact quantity of pages, and not on a monthly schedule. If there are months where the PCO does not exceed their agreed upon monthly page consumption, the Contractor shall not invoice for any overage charges.

EVALUATION CRITERIA AND BASIS FOR AWARD

The Government intends to award a purchase order resulting from this solicitation to the responsible quoter whose quotation, conforming to the solicitation, results in the lowest priced, technically acceptable quote to the Government.

The following will be used to evaluate quotations:

Technical Acceptability

Price

TECHNICAL ACCEPTABILITY

Technical acceptability shall be evaluated to determine that the quoted equipment can meet all requirements of the statement of work.

The quotation shall also be evaluated to determine that all requirements for installation, training, warranty are met and that the Quoter can provide repair, maintenance and consumables in accordance with the requirements of the statement of work, and that the Quoter can provide repair, maintenance and consumables with the response times specified in the statement of work.

PRICE

Price shall be evaluated for all quoters whose quotations are determined technically acceptable. Price will be evaluated to determine whether that total price is consistent with the technical portion of the quotation and is a fair and reasonable overall price to the Government.

If a trade-in credit is offered:

- The price quoted for the trade-in credit shall be evaluated for reasonableness; and
- The total price, including base period line items and all option period line items, shall be evaluated inclusive of the trade-in credit.

REQUIRED SUBMISSIONS

All quoters shall submit the following:

1. For the purpose of evaluation of technical acceptability:
 - Technical description and/or product literature. Quoters shall include the manufacturer, make and model of the product, manufacturer sales literature or other product literature which **CLEARLY DOCUMENTS** that the offered product meets all requirements of all line items. It is the responsibility of the quoter to ensure that all requirements are clearly documented;
 - The Contractor shall submit evidence of their capability to provide repair, maintenance and consumables required by the statement of work, and that the response times specified in the statement of work will be met.
2. A firm-fixed price, FOB Destination price quotation for Contract Line Items 0001 through 0005, 0007, 0009, 0011, and 0013. The contractor shall provide Fixed Price per page overage charges for black and white and color for Line items 0006, 0008, 0010, 0012, and 0014.
3. The Quoter shall state whether or not they will accept the Government's current equipment for a trade-in credit. If a trade-in credit will be provided, the Quoter must provide a fixed price for the trade-in credit and confirm that the current equipment will be removed from the NIST site during installation.

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4. This is a Small Business Set-aside Combined Synopsis/Solicitation for equipment, as defined herein. The Government intends to award a Purchase Order as a result of this Combined Synopsis/Solicitation that will include the terms and conditions that are set forth herein. In order to facilitate the award process, ALL quotes shall include a statement regarding the terms and conditions herein as follows:
- The offeror shall state "The terms and conditions in the solicitation are acceptable to be included in the award document without modification, deletion, or addition."
OR
 - The offeror shall state "The terms and conditions in the solicitation are acceptable to be included in the award document with the exception, deletion, or addition of the following:"

Offeror shall list exception(s) and rationale for the exception(s)

Please note that this procurement IS NOT being conducted under the GSA Federal Supply Schedule (FSS) program or another Government-Wide Area Contract (GWAC). If an offeror submits a quotation based upon an FSS or GWAC contract, the Government will accept the quoted price. However, the terms and conditions stated herein will be included in any resultant Purchase Order, not the terms and conditions of the offeror's FSS or GWAC contract, and the statement required above shall be included in the quotation;

- The DUNS # for the quoter's active System for Award Management (SAM) registration. Quoters must have an active registration at www.SAM.Gov to be considered for award;
- The country of origin for the quoted equipment.

DUE DATE FOR QUOTATIONS

E-mail quotations are required. All quotations must be submitted via e-mail to Erik Frycklund, Contract Specialist at erik.frycklund@nist.gov. FAX quotations will not be accepted.

Submission must be received not later than 12:00 pm. Eastern Time **on April 20th, 2016**. A quotation shall be considered received when it is received in the electronic inbox of Erik Frycklund not later than the date and time identified herein.

Questions: All questions regarding this notice must be submitted via e-mail to erik.frycklund@nist.gov. Questions will be accepted until 11:00 a.m. **on April 15, 2016**, to allow time for responses to be posted.

PROVISIONS AND CLAUSES

The full text of a FAR provision or clause may be accessed electronically at www.acquisition.gov.

The following provisions apply to this acquisition:

- 52.204-16, Commercial and Government Entity Code Reporting
 - 52.207-4, Economic Purchase Quantity – Supplies
 - 52.209-11, Representation by Corporations Regarding Delinquent Tax Liability or a Felony Conviction under any Federal Law
 - 52.212-1, Instructions to Offerors – Commercial Items;
 - 52.212-3, Offeror Representations and Certifications – Commercial Items
 - 52.217-5, Evaluation of Options
 - 52.225-2, Buy American Certificate (May 2014)
- (a) The offeror certifies that each end product, except those listed in paragraph (b) of this provision, is a domestic end product and that for other than COTS items, the offeror has considered components of unknown origin to have been mined, produced, or manufactured outside the United States. The offeror shall list as foreign end products those end products manufactured in the United States that do not qualify as domestic end products, i.e., an end product that is not a COTS item and does not meet the component test in paragraph (2) of the definition of "domestic end product." The terms "commercially available off-the-shelf (COTS) item," "component," "domestic end product," "end product," "foreign end product," and "United States" are defined in the clause of this solicitation entitled "Buy American—Supplies."

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(b) Foreign End Products:

Line Item No.:

Country of Origin:

52.225-25 -- Prohibition on Contracting with Entities Engaging in Certain Activities or Transactions Relating to Iran
1352.215-70, Proposal preparation

In accordance with FAR 52.212-3 Offeror Representations and Certifications – Commercial Items, offerors must complete annual representations and certifications on-line at www.SAM.Gov. If paragraph (j) of the provision applies, a written submission is required.

The following clauses apply to this acquisition:

52.204-18, Commercial and Government Entity Code Maintenance

52.204-19, Incorporation by Reference of Representations and Certifications

52.212-4, Contract Terms and Conditions – Commercial Items;

52.212-5, Contract Terms and Conditions Required to Implement Statutes or Executive Orders – Commercial Items including subparagraphs:

52.219-6, Notice of Total Small Business Set Aside

52.219-28, Post Award Small Business Program Re-representation

52.222-3, Convict Labor

52.222-19, Child Labor Cooperation with Authorities and Remedies

52.222-21, Prohibition of Segregated Facilities

52.222-26, Equal Opportunity

52.222-36, Equal Opportunity for Workers with Disabilities

52.223-18, Encouraging Contractor Policies to Ban Text Messaging While Driving

52.225-1, Buy American—Supplies

52.225-13, Restrictions on Certain Foreign Purchases

52.232-33, Payment by Electronic Funds Transfer-System for Award Management

52.217-8, Option to Extend Services;

52.247-34, FOB Destination;

52.217-9, Option to Extend the Term of the Contract (Mar 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 1 days of contract expiration; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 10 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed five years.

52.232-39. Unenforceability of Unauthorized Obligations

52.232-40 – Providing Accelerated Payments to Small Business Subcontractors

The full text of a Department of Commerce Acquisition Regulation (CAR) provision or clause may be accessed electronically at <http://farsite.hill.af.mil/reghtml/regs/other/car/1352.htm>. The following CAR clauses apply:

1352.201-70, Contracting Officer's Authority;

1352.209-73, Compliance with the Laws;

1352.209-74, Organizational conflict of Interest;

1352.233-70, Agency protests

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1352.233-71, GAO and Court of Federal Claims protests
1352.246-70, Place of Acceptance;

National Institute of Standards and Technology, 100 Bureau Drive, Gaithersburg MD
Department of Commerce Agency-Level Protest Procedures Level above the Contracting Officer is also incorporated. It can be downloaded at www.nist.gov/admin/od/contract/agency.htm.

STATEMENT OF WORK

2 Multifunction Device Copiers with repair and preventative maintenance agreements with four option periods.

I. BACKGROUND INFORMATION

The Biomolecular Measurement Division (BMD) and the Chemical Sciences Division (CSD), two divisions within the Material Measurement Laboratory (MML) at the National Institute of Standards and Technology (NIST), support NIST's mission to carry out collection, compilation, critical evaluation, publication and sale of standard reference data in accordance with Public Law 90-396. 90th Congress, H.R. 6279, July 11, 1968. Groups within BMD and CSD that share space on the third floor of Building 221 in Gaithersburg, Maryland require two fully functional multifunction devices for copying, scanning, and printing in order to fulfill their duties at NIST. These two multifunction devices will replace two multifunction devices that are no longer functional and cannot be returned to a functional status.

II. SCOPE OF WORK

The contractor will provide two multifunction devices (MFD) that copy, print, and scan. The scope of this contract must include delivery, setup, training, and on-site repair and preventive maintenance and parts (toner, parts, and consumables except for paper) of the two MFDs. The repair and preventative maintenance agreement shall be for a prorated first year, with four option years.

III. SPECIFICATIONS

The Contractor shall provide one MFD (color/ black and white) that meets or exceeds the following minimum requirements:

1. Copy and print page per minute speed of thirty pages per minute (ppm) or greater in both black and white (B/W) and full color (FC).
2. Minimum copy resolution of 600 x 600 dpi and print resolution of 1200 x 1200 dpi.
3. Capable of automatic duplex printing and copying. User shall be able to choose between single-sided and automatic double-sided printing. User shall be able to choose automatic copying in the following formats: single-sided page to single-sided page (1:1), double-sided page to double-sided page (2:2), and single-sided pages to double-sided page (1:2).
4. Capable of network scan. Scan area of 11" x 17" or greater. B/W and FC scanning resolution in at least the range of 100 – 600 dpi. Minimum simplex scan speed of 50 ipm in B/W and FC at 300 dpi. Minimum duplex scan speed of 25 ipm in B/W and FC at 300 dpi. Capable of color scan-to-email, color scan-to-folder, and color scan to Universal Series Bus (USB) without the use of external software. Encrypted PDF transmission for scan-to-email and scan-to-folder.
5. Document feeder must be duplexing automatic document feeder with a minimum sheet capacity of 100.
6. Minimum paper capacity of two trays with 550 sheets each. One bypass tray with minimum paper capacity of 100 sheets. Paper trays must automatically detect the paper size. Range of copy/print capability must be from 5.5" x 8.5" to 11" x 17" paper sizes. Bypass tray must have range of custom size envelope capability from 4" x 6" to 11" x 17" envelope sizes.
7. Warm up speed of less than 60 seconds from power off and warm up speed of less than 30 seconds from sleep mode.
8. Random-Access Memory (RAM) of minimum 1.5GB; hard drive capacity of minimum 150 GB.
9. Energy Star Certified, Section 508 Accessibility Compliant.
10. Support SNMPv3 and IPV6.
11. MFD footprint dimensions shall be 30" X 30" (Width x Depth) or less.
12. Control panel with full-color screen that intuitively allows user to perform basic copy/print/scan functions. Step-by-step on-screen guidance without the use of a manual to remove misfeeds, add toner, etc.
13. Support PCL drivers. Support printing from Windows 7 operating systems and later.
14. Capable of supporting four-digit PIN login/logout, Windows Network Authentication login/logout, and Common Access Card use with true server authentication.
15. Hard drive encryption and an automatic image overwrite function, so nothing that is scanned/copied is ultimately saved on the hard drive.
16. Include an ESP power protection surge protector.
17. Capable of sending a locked print job that can only be released at the MFD using a password without requiring external software.
18. Include network and security management capability via a secure web-based interface with no external software required.
19. Powered using a standard NEMA 5-15 outlet (120V AC / 15 Amps).
20. Free standing with wheels or casters.
21. Operation and maintenance manual

The Contractor shall also provide one MFD (black and white) that meets or exceeds the following minimum requirements:

1. Copy and print page per minute speed of thirty pages per minute (ppm) or greater in black and white (B/W).
2. Minimum copy resolution of 600 x 600 dpi and print resolution of 1200 x 1200 dpi.
3. Capable of automatic duplex printing and copying. User shall be able to choose between single-sided and automatic double-sided printing. User shall be able to choose automatic copying in the following formats: single-sided page to single-sided page (1:1), double-sided page to double-sided page (2:2), and single-sided pages to double-sided page (1:2).
4. Capable of network scan. Scan area of 11" x 17" or greater. B/W and full color (FC) scanning resolution in at least the range of 100 – 600 dpi. Minimum simplex scan speed of 50 ipm in B/W and FC at 300 dpi. Minimum duplex scan speed of 25 ipm in B/W and FC at 300 dpi. Capable of color scan-to-email, color scan-to-folder, and color scan to Universal Series Bus (USB) without the use of external software. Encrypted PDF transmission for scan-to-email and scan-to-folder.
5. Document feeder must be duplexing automatic document feeder with a minimum sheet capacity of 100.
6. Minimum paper capacity of two trays with 550 sheets each. One bypass tray with minimum paper capacity of 100 sheets. Paper trays must automatically detect the paper size. Range of copy/print capability must be from 5.5" x 8.5" to 11" x 17" paper sizes. Bypass tray must have range of custom size envelope capability from 4" x 6" to 11" x 17" envelope sizes.
7. Warm up speed of less than 60 seconds from power off and warm up speed of less than 30 seconds from sleep mode.
8. Random-Access Memory (RAM) of minimum 1.5GB; hard drive capacity of minimum 150 GB.
9. Energy Star Certified, Section 508 Accessibility Compliant.
10. Support SNMPv3 and IPV6.
11. MFD footprint dimensions shall be 40" X 40" (Width x Depth) or less.
12. Control panel with full-color screen that intuitively allows user to perform basic copy/print/scan functions. Step-by-step on-screen guidance without the use of a manual to remove misfeeds, add toner, etc.
13. Support PCL and PS drivers. Support printing from Windows 7 operating systems and later. Support printing from Mac OS 10.10 operating systems and later.
14. Capable of supporting four-digit PIN login/logout, Windows Network Authentication login/logout, and Common Access Card use with true server authentication.
15. Hard drive encryption requirement meeting FIPS 140.2 certification and an automatic image overwrite function, so nothing that is scanned/copied is ultimately saved on the hard drive.
16. Include an ESP power protection surge protector.
17. Capable of sending a locked print job that can only be released at the MFD using a password without requiring external software.
18. Include network and security management capability via a secure web-based interface with no external software required.
19. Powered using a standard NEMA 5-15 outlet (120V AC / 15 Amps).
20. Free standing with wheels or casters.
21. Operation and maintenance manual

IV. DELIVERY

The equipment shall be delivered within thirty (30) days from the date of the award in Building 221 at the National Institute of Standards and Technology (NIST), 100 Bureau Drive, Gaithersburg, MD campus. FOB destination.

V. INSTALLATION

The Contractor shall install the multifunction devices in Building 221 at NIST Gaithersburg, MD. Installation shall include, at a minimum, uncrating/unpackaging of all equipment, set-up and hook-up of all equipment, start-up, demonstration of specifications, and removal of all trash. Installation shall take place between 8:30 am and 5:00 pm Eastern Time, Monday through Friday, except Federal Holidays (normal duty hours), and will be coordinated with the NIST Contracting Officer's Representative (COR). Installation shall be completed within two (2) weeks from the date of delivery.

VI. TRAINING

The contractor shall conduct training at NIST, Gaithersburg, MD, for up to ten NIST personnel covering normal operation, troubleshooting, and routine maintenance. Training will be provided during normal duty hours, and will be coordinated with the NIST COR to ensure maximum availability of NIST personnel. The training shall be completed on-site at NIST immediately after installation and demonstration of specifications.

VII. EQUIPMENT CONSUMABLES

The contractor shall provide all consumable parts except paper, including toner. The consumables shall cover 4,000 B/W pages and 1,000 FC pages per month with set per-page overage charges for the first MFD described above. The consumables shall cover 4,000 B/W pages per month with set per-page overage charges for the second MFD described above.

VIII. MAINTENANCE AND REPAIRS

The contractor shall provide maintenance and repair services for both MFDs for a prorated first year term with four additional option years. The contractor shall provide maintenance and repairs as follows:

- A. The contractor shall provide maintenance and repair by factory-trained technicians using parts, supplies, and consumables authorized for use by the manufacturer.
- B. The Contractor shall respond to an unlimited number of requests for service calls in the event of device failure. The Contractor shall respond to service calls during normal duty hours. The technician(s) must be on-site at NIST within three business days in response to a call for maintenance, service, or consumables for the device. The name of the technician(s) shall be provided in advance to allow clearance through NIST security. The contractor shall provide the name of the technician to the COR via e-mail at least 24 hours in advance of the service visit. If the technician is not a U.S. Citizen, the contractor shall contact the COR via e-mail at least 48 hours in advance of the service visit and cooperate with the COR to provide all information necessary for the COR to request access for foreign visitors.
- C. The contractor shall cover all expenses for the maintenance and repair of the devices, including all parts, labor, travel, and per diem. The Contractor shall be responsible to obtain all parts required for all repairs and maintenance.
- D. The Contractor shall repair/replace all parts required for the operation of the devices.
- E. The Contractor shall respond to service calls during normal duty hours. The technician(s) must be on-site at NIST within three business days in response to a call for maintenance, service, or consumables for the device. The name of the technician(s) shall be provided in advance to allow clearance through NIST security. The contractor shall provide the name of the technician to the COR via e-mail at least 24 hours in advance of the service visit. If the

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technician is not a U.S. Citizen, the contractor shall contact the COR via e-mail at least 48 hours in advance of the service visit and cooperate with the COR to provide all information necessary for the COR to request access for foreign visitors.

- F. The contractor shall perform preventative maintenance per the manufacturer's requirements as specified in the equipment's user manual.
- G. All repairs must result in the devices meeting manufacturer's specifications as specified in the most recent version of the operation and maintenance manual for the instrument.

IX. GOVERNMENT ACCEPTANCE

Acceptance shall be given upon successful delivery, installation, training, and demonstration of all the system specifications. Maintenance services for the deliverables shall begin after the manufacture warranty has expired.

X. GENERAL INFORMATION

Security: NIST is a restricted campus. An identification badge is required for access for entry into buildings and also is shown to the armed Security Police when entering the campus.

Identification Badges: Contractor employees shall comply with NIST identification and access requirements. Each Contractor employee shall wear a visible identification badge provided by the NIST Security Office. The badge must show the full name, title, and if required by NIST, the words "Contractor" in front. The Contractor employee shall follow NIST procedures for removal and turn-in of the badge upon termination of services under this contract.

Vehicle Registration: All Contractor employees must register their vehicles with the NIST Security Office to gain access to the campus. A valid driver's license, Government-furnished civilian ID, proof of insurance and current registration must be presented to the NIST Security Office, at which time a NIST vehicle pass will be issued. The pass shall be displayed on the vehicle's rear view mirror in accordance with instructions.