

**GORDON COUNTY BOARD OF COMMISSIONERS
COPIER BID**

Company Name: Canon Solutions America, Inc.

Authorized Proposer: Toyotsugu Kuwamura, President and CEO **Date** 3/5/14

Where is the location of your service organization assigned to handle this account.
According to State of GA Contract - Service Provider will be CSA, Inc., 5625 Oakbrook Pkwy., Norcross

Is the service location servicing this account owned and a part of your Company? Yes

On a different page describe the method of collecting the number of copies used on a monthly basis. Please see Tab 6 - Service Organization Overview, pg #4

The vendor is to indicate if the proposed copier complies with the specifications listed for each copier level. (see Individual Copier Level Bid Sheets)

Pricing -- a monthly lease price (both 36 and 48 months) shall be quoted on each level of copier specified. Additionally, if specified features, such as: using copier as network printer, G3 Fax, etc. can be optional on the specified machine then list the cost associated with each feature. Each copier may be ordered with one or more of the features specified or with no features. If features are eliminated in the ordering process the cost of said feature will adjusted in arriving at a final lease price.

THE COUNTY Expects: The vendor to invoice the County -- on one invoice per month - detailing individual copier charges. The County will NOT accept individual invoices per copier. Terms are 60 day payments unless early pay discount are applied by the vendor. The County will pay contractor within 15 days if contractor accepts American Express as payment and does not impose fees or misc. charges for accepting American Express.

Upon termination of awarded contract: The County expects the vendor to remove vendor supplied copiers at no charge to the county.

The lease charge is to include all parts, labor, service charge, maintenance, initial set up, training and toner -- no misc charges or fuel surcharges or other charges shall be charged in addition to the stated lease charge.

**GORDON COUNTY BOARD OF COMMISSIONERS
COPIER BID**

The prices are to include 150,000 copies/prints/scans black and white per month total for all leased copiers. If the total of all copies/prints/scans for all copiers is less than or equal to 150,000 copies in any one month – then no per page copy overage charge will apply for black & white copies.

Please specify how many types of toner cartridges will be required with your bid for all copiers. _____

Black & White Copy Overage Charge .0075 per page

Color Charge .060 per page

Staples Cost Varies per copier

Maximum time to respond to a service call 4 Hours*

150,000 cpm
Base Copies
at \$1,125.00/mo
plus Lease
PAYMENT

Provide References of at least 3 current customers for each level of copier bid. References shall have company, contact name, address, and phone number.

* Please see Canon Solutions America, Inc.'s Service Level Agreement appended as Tab 08 for additional information.

**GORDON COUNTY BOARD OF COMMISSIONERS
COPIER BID**

BID SHEET

Level I – Copier
Copier being bid Canon IR Adv C5250

Minimum Specifications:

| | Comply |
|--|---------------|
| Color and Black & White Copier | ✓ |
| Minimum 50 Copies per minute Black & White | ✓ |
| Estimated toner yield black 35,000 images @ 6% coverage | ✓ |
| Minimum 33 Copies per minute Color | ✓ |
| Estimated toner yield Color 25,000 images @ 6% coverage | ✓ |
| Minimum Copy Resolution 1200 x 600 | ✓ |
| Minimum paper size 5.5"x8.5" | ✓ |
| Maximum paper size 11"x17" | ✓ |
| Minimum 500 sheet document feeder | ✓ |
| Minimum Duty Cycle 80,000 pages per month | ✓ |
| Paper weights handled 17lb to 32lb | ✓ |
| Minimum 50 sheet stack bypass | ✓ |
| Minimum 2GB memory | ✓ |
| Scanning Resolution 600 x 600 | ✓ |
| Ability to store scanned documents in network folders | ✓ |
| Address Book of a minimum of 100 addresses | ✓ |
| Two 500 page paper cassettes 20lb paper | ✓ |
| Option Paper capacity 2500 page 20lb paper | ✓ |
| Installed fax capability (G3) | ✓ |
| Installed Scan capability to popular formats such as TIFF, JPEG, PDF | ✓ |
| Ability to Scan-to- email/desktop/FTP | ✓ |
| Minimum 40 ipm scanning speed | ✓ |
| Finisher/Stapler – 50 sheet letter 30 legal & 8.5x17 | ✓ |
| Ability to be used as a network printer | ✓ |
| Shrink 8.5x14 to 8.5x11 | ✓ |
| Shrink 8.5x17 to 8.5x11 | ✓ |
| Cabinet | ✓ |

Lease Charges Monthly

| | 36 month | 48 month |
|-------------------------------------|-----------------|-----------------|
| Basic Copier | \$249.09 | \$205.07 |
| Memory | ✓ | ✓ |
| Duplex | ✓ | ✓ |
| Fax (G3) | \$13.95 | \$11.49 |
| Scan, storage and e-mail capability | ✓ | ✓ |
| Staple Capability | \$20.16 | \$16.59 |
| Collate | ✓ | ✓ |
| Network Printer Capability | \$13.95 | \$11.49 |
| Ability to Shrink Copies | ✓ | ✓ |
| Cabinet | \$3.81 | \$3.14 |
| Other opt- Paper Deck | \$34.82 | \$28.67 |
| Other opt- Cassette Feed Unit | \$20.16 | \$16.59 |
| Other | _____ | _____ |
| Other | _____ | _____ |
| Other | _____ | _____ |
| Total | \$300.96 | \$247.78 |
| w/Option | \$352.13 | \$289.90 |

**GORDON COUNTY BOARD OF COMMISSIONERS
COPIER BID**

BID SHEET

Level II -- Copier Canon IR ADV C5235

Copier being bid

Minimum Specifications:

| | Comply |
|--|---------------|
| Color and Black & White Copier | ✓ |
| Minimum 33 Copies per minute Black & White | ✓ |
| Estimated toner yield black 35,000 images @ 6% coverage | ✓ |
| Minimum 23 Copies per minute Color | ✓ |
| Estimated toner yield Color 23,000 images @ 6% coverage | ✓ |
| Minimum Copy Resolution 1200 x 600 | ✓ |
| Minimum paper size 8.5" x 11.5" | ✓ |
| Maximum paper size 11" x 17" | ✓ |
| Minimum 500 sheet document feeder | ✓ |
| Minimum Duty Cycle 80,000 pages per month | ✓ |
| Paper weights handled 17lb to 32lb | ✓ |
| Minimum 50 sheet stack bypass | ✓ |
| Minimum 2GB memory | ✓ |
| Scanning Resolution 600 x 600 | ✓ |
| Ability to store scanned documents in network folders | ✓ |
| Address Book of a minimum of 100 addresses | ✓ |
| Two 500 page paper cassettes 20lb paper | ✓ |
| Option Paper capacity 2500 page 20lb paper | ✓ |
| Installed fax capability (G3) | ✓ |
| Installed Scan capability to popular formats such as TIFF, JPEG, PDF | ✓ |
| Ability to Scan-to- email/desktop/FTP | ✓ |
| Minimum 40 ipm scanning speed | ✓ |
| Finisher/Stapler -- 50 sheet letter 30 legal & 8.5x17 | ✓ |
| Ability to be used as a network printer | ✓ |
| Shrink 8.5x14 to 8.5x11 | ✓ |
| Shrink 8.5x17 to 8.5x11 | ✓ |
| Cabinet | ✓ |

| Lease Charges Monthly | 36 month | 48 month |
|-------------------------------------|-----------------|-----------------|
| Basic Copier | \$155.90 | \$128.35 |
| Memory | ✓ | ✓ |
| Duplex | ✓ | ✓ |
| Fax (G3) | \$13.95 | \$11.49 |
| Scan, storage and e-mail capability | ✓ | ✓ |
| Staple Capability | \$20.16 | \$16.59 |
| Collate | ✓ | ✓ |
| Network Printer Capability | \$13.95 | \$11.49 |
| Ability to Shrink Copies | ✓ | ✓ |
| Cabinet | \$3.81 | \$3.14 |
| Other opt. - Paper Deck | \$34.82 | \$28.67 |
| Other opt. - Cassette Feed Unit | \$20.16 | \$16.59 |
| Other | _____ | _____ |
| Other | _____ | _____ |
| Other | _____ | _____ |
| Total | \$207.77 | \$171.06 |
| | \$258.94 | \$213.18 |
| with Options | | |

**GORDON COUNTY BOARD OF COMMISSIONERS
COPIER BID**

Level III - Copier
 Copier being bid IR ADV C4251
 Minimum Specifications:

| | Comply |
|--|---------------|
| Black & White Copier | ✓ |
| Minimum 50 Copies per minute Black & White | ✓ |
| Estimated toner yield 56,000 images @ 6% coverage | ✓ |
| Minimum paper size 5.5"x8.5" | ✓ |
| Maximum paper size 11"x17" | ✓ |
| Minimum Copy Resolution 1200 x 600 | ✓ |
| Minimum 500 sheet document feeder | ✓ |
| Minimum Duty Cycle 100,000 pages per month | ✓ |
| Paper weights handled 17lb to 32lb | ✓ |
| Minimum 50 sheet stack bypass | ✓ |
| Features | |
| Minimum Two 500 page paper cassettes 20lb paper | ✓ |
| Option Paper capacity 2500 page 20lb paper | ✓ |
| Minimum 2GB memory | ✓ |
| Two sided output automatically -- no manual re-feeding(duplex) | ✓ |
| Collater | ✓ |
| Installed fax capability (G3) | ✓ |
| Installed Scan capability to popular formats such as TIFF, JPEG, PDF | ✓ |
| Scanning Resolution 600 x 600 | ✓ |
| Ability to store scanned documents in network folders | ✓ |
| Ability to Scan-to- email/desktop/FTP | ✓ |
| Address Book of a minimum of 100 addresses | ✓ |
| Minimum 50 ipm scanning speed | ✓ |
| Finish/Stapler - 50 sheet letter 30 legal & 8.5x17 | ✓ |
| Ability to be used as a network printer | ✓ |
| Shrink 8.5x14 to 8.5x11 | ✓ |
| Shrink 8.5x17 to 8.5x11 | ✓ |
| Cabinet | ✓ |

| Lease Charges Monthly | 36 month | 48 month |
|-------------------------------------|-----------------|-----------------|
| Basic Copier | \$162.50 | \$135.50 |
| Memory | ✓ | ✓ |
| Duplex | ✓ | ✓ |
| Fax (G3) | \$15.02 | \$12.52 |
| Scan, storage and e-mail capability | ✓ | ✓ |
| Staple Capability | \$21.29 | \$17.76 |
| Collate | ✓ | ✓ |
| Network Printer Capability | \$11.70 | \$9.76 |
| Ability to Shrink Copies | ✓ | ✓ |
| Cabinet | \$4.81 | \$4.01 |
| Other opt. - Paper Deck | \$36.50 | \$30.43 |
| Other | _____ | _____ |
| Other | _____ | _____ |
| Other | _____ | _____ |
| Other | _____ | _____ |
| Total | \$215.32 | \$179.55 |
| with Options | \$251.82 | \$209.98 |

**GORDON COUNTY BOARD OF COMMISSIONERS
COPIER BID**

Level IV – Copier

Copier being bid IR ADV 4235

Minimum Specifications:

| | Comply |
|--|---------------|
| Black & White Copier | ✓ |
| Minimum 35 Copies per minute Black & White | ✓ |
| Estimated toner yield 20,000 Images @ 6% coverage | ✓ |
| Minimum paper size 5.5"x8.5" | ✓ |
| Maximum paper size 11"x17" | ✓ |
| Minimum Copy Resolution 1200 x 600 | ✓ |
| Minimum 500 sheet document feeder | ✓ |
| Minimum Duty Cycle 60,000 pages per month | ✓ |
| Paper weights handled 17lb to 32lb | ✓ |
| Minimum 50 sheet stack bypass | ✓ |
| Features | |
| Minimum Two 250 page paper cassettes | ✓ |
| Minimum 1GB memory | ✓ |
| Two sided output automatically – no manual re-feeding (duplex) | ✓ |
| Collater | |
| Installed fax capability (G3) | ✓ |
| Installed Scan capability to popular formats such as TIFF, JPEG, PDF | ✓ |
| Scanning Resolution 600 x 600 | ✓ |
| Ability to store scanned documents in network folders | ✓ |
| Ability to Scan-to- email/desktop/FTP | ✓ |
| Address Book of a minimum of 200 addresses | ✓ |
| Minimum 30 ipm scanning speed | ✓ |
| Finish/Stapler – 50 sheet letter 30 legal & 8.5x17 | ✓ |
| Ability to be used as a network printer | ✓ |
| Shrink 8.5x14 to 8.5x11 | ✓ |
| Shrink 8.5x17 to 8.5x11 | ✓ |
| Cabinet | ✓ |

Lease Charges Monthly

| | 36 month | 48 month |
|-------------------------------------|-----------------|-----------------|
| Basic Copier | \$101.71 | \$83.74 |
| Memory | ✓ | ✓ |
| Duplex | ✓ | ✓ |
| Fax (G3) | \$14.33 | \$11.79 |
| Scan, storage and e-mail capability | ✓ | ✓ |
| Staple Capability | \$20.32 | \$16.73 |
| Collate | ✓ | ✓ |
| Network Printer Capability | \$11.17 | \$9.19 |
| Ability to Shrink Copies | ✓ | ✓ |
| Cabinet | \$4.59 | \$3.78 |
| Other DADF | \$13.64 | \$11.23 |
| Other _____ | _____ | _____ |
| Other _____ | _____ | _____ |
| Other _____ | _____ | _____ |
| Other _____ | _____ | _____ |
| Total | \$165.76 | \$136.46 |

**GORDON COUNTY BOARD OF COMMISSIONERS
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Level V – Copier

Copier being bid IR ADV 4225

Minimum Specifications:

| | Comply |
|--|-------------------------------------|
| Black & White Copier | <input checked="" type="checkbox"/> |
| Minimum 20 Copies per minute Black & White | <input checked="" type="checkbox"/> |
| Estimated toner yield 15,000 images @ 6% coverage | <input checked="" type="checkbox"/> |
| Minimum paper size 5.5"x8.5" | <input checked="" type="checkbox"/> |
| Maximum paper size 8.5"x14" | <input checked="" type="checkbox"/> |
| Minimum Copy Resolution 1200 x 600 | <input checked="" type="checkbox"/> |
| Minimum 50 sheet document feeder | <input checked="" type="checkbox"/> |
| Minimum Duty Cycle 40,000 pages per month | <input checked="" type="checkbox"/> |
| Paper weights handled 17lb to 32lb | <input checked="" type="checkbox"/> |
| Minimum 50 sheet stack bypass | <input checked="" type="checkbox"/> |
| Features | |
| Minimum Two 250 page paper cassettes | <input checked="" type="checkbox"/> |
| Minimum .3 GB memory | <input checked="" type="checkbox"/> |
| Two sided output automatically – no manual re-feeding (duplex) | <input checked="" type="checkbox"/> |
| Collater | <input checked="" type="checkbox"/> |
| Installed fax capability (G3) | <input checked="" type="checkbox"/> |
| Installed Scan capability to popular formats such as TIFF, JPEG, PDF | <input checked="" type="checkbox"/> |
| Scanning Resolution 600 x 600 | <input checked="" type="checkbox"/> |
| Ability to store scanned documents in network folders | <input checked="" type="checkbox"/> |
| Ability to Scan-to- email/desktop/FTP | <input checked="" type="checkbox"/> |
| Address Book of a minimum of 100 addresses | <input checked="" type="checkbox"/> |
| Minimum 20 ipm scanning speed | <input checked="" type="checkbox"/> |
| Finish/Stapler – 50 sheet letter 30 legal & 8.5x14 | <input checked="" type="checkbox"/> |
| Ability to be used as a network printer | <input checked="" type="checkbox"/> |
| Shrink 8.5x14 to 8.5x11 | <input checked="" type="checkbox"/> |
| Cabinet | <input checked="" type="checkbox"/> |

Lease Charges Monthly

| | 36 month | 48 month |
|-------------------------------------|-------------------------------------|-------------------------------------|
| Basic Copier | \$76.90 | \$63.31 |
| Memory | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Duplex | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Fax (G3) | \$14.33 | \$11.79 |
| Scan, storage and e-mail capability | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Staple Capability | \$20.32 | \$16.73 |
| Collate | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Network Printer Capability | \$11.17 | \$9.19 |
| Ability to Shrink Copies | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Cabinet | \$4.59 | \$3.78 |
| Other <u>DADF</u> | \$13.64 | \$11.23 |
| Other _____ | | |
| Other _____ | | |
| Other _____ | | |
| Other _____ | | |
| Total | \$140.95 | \$116.03 |

GORDON COUNTY BOARD OF COMMISSIONERS
COPIER BID

List and define Exceptions/Deviation to this bid:

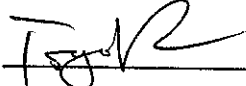
NONE REPORTED

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COPIER BID**

Acceptance of Terms of this Agreement

Company: Canon Solutions America, Inc.
Contact Person: Cynthia Rogers, Senior Account Executive
Address: 5625 Oakbrook Parkway
City/State/Zip: Norcross, GA 30093
Telephone: 678.728.4416 **Fax:** 678.728.4411
E-mail: crogers@csa.canon.com



Authorized Signature  **Title:** President and CEO

Name Printed: Toyotsugu Kuwamura **Date:** March 5, 2014

It is agreed by the above signed proposer that the signature and submission of this proposal represents the proposer's acceptance of all terms, conditions, and requirements of the proposal specifications and, if awarded, the proposal will represent the agreement between the parties. , including proposer's and its affiliates' terms and conditions included in the proposal, will represent the agreement between the parties. The proposer agrees that the cost of any work performed, materials furnished, services provided, or expenses incurred, which are not specifically delineated in the proposal documents, but which are incidental to the scope, intent, and completion of this contract, shall be deemed to have been included in the prices for the various items scheduled.