



Our Ref: TMFA 001/2015

TITLE: Provision Tender for a Period Contract for the Leading of Energy Efficient Photocopiers for a three (3) year period at the Ministry for Foreign Affairs (MFA)

Clarification 1

Question

Regarding page 44, Volume 4.1 - Financial Bid for Lot 1, Fee for Leasing of Each Colour Printing Energy Efficient Photocopiers, can you please clarify the following:

1. Can you please clarify from the indicative monthly volume of 6000 prints, how many prints are done in monochrome and colour.

Reply

In the specifications sheet (on page 40) it is clearly stated that it is envisaged that 6,000 black and white prints per month may be done. Since colour printing is used occasionally, no indicative amount could be indicated.

Clarification 2

Question

Regarding page 44, Volume 4.1 - Financial Bid for Lot 1, Fee for Leasing of Each Colour Printing Energy Efficient Photocopiers, can you please clarify the following:

2. In the Financial Bid, we can only offer one fee for colour copies/prints. Knowing that colour multifunction printers can produce both monochrome and colour prints, how can we submit our offer in this case?

Reply

The form is hereby being updated to take in consideration different rates for colour and monochrome. For tender evaluation purposes only, a ratio of 80:20 between monochrome and colour print respectively is being utilised. Actual ratio of consumption may be different, and the service provider would be paid the respective rates according to the actual number of monochrome and colour prints.

Interested bidders are to use the new forms annexed to this Clarification Note.

Tuesday, 24th March, 2015
Attachment 1 – Updated Form.

VOLUME 4.1 - FINANCIAL BID

Lot 1

Fee for Leasing of Each Colour printing Energy Efficient Photocopiers for a three (3) year period at the Ministry for Foreign Affairs (MFA) - TMFA 001/2015 as outlined in the Tender Document, Advert Number TMFA 001/2015

Description of Service	Total including Taxes, Other Duties & Discounts but exclusive of VAT
	Amount in Euro (€)
Energy Efficient Photocopiers with at least all the minimum required technical specifications as listed in Annex I	
Rates per monochrome copy/print including: <ul style="list-style-type: none"> • monthly lease cost; • all costs of necessary hardware including cables & software; • full service & maintenance; • all installation charges; • all labour charges; • any other charges As per Volume 3 Section 1 Clause 2.2	€ Amount in words:
Rates per colour copy/print including: <ul style="list-style-type: none"> • monthly lease cost; • all costs of necessary hardware including cables & software; • full service & maintenance; • all installation charges; • all labour charges; • any other charges As per Volume 3 Section 1 Clause 2.2	€ Amount in words:
Price for a quantity of 6,000 monochrome copies/prints per month*	
Price for a quantity of 1,500 colour copies/prints per month*	
Total Price for the 7,500 copies/prints per month above*	

* For evaluation purposes only. Quantity consumed in contract may vary. Charges will be applied according to the actual number of copies/prints per month.

VOLUME 4.2 - FINANCIAL BID

Lot 2

Fee for Leasing of Each High Volume Black and White printing Energy Efficient Photocopiers for a three (3) year period at the Ministry for Foreign Affairs (MFA) - TMFA 001/2015 as outlined in the Tender Document, Advert Number TMFA 001/2015

Description of Service Energy Efficient Photocopiers with at least all the minimum required technical specifications as listed in Annex I	Total including Taxes, Other Duties & Discounts but exclusive of VAT Amount in Euro (€)
<p>Rates per copy/print including:</p> <ul style="list-style-type: none"> • monthly lease cost; • all costs of necessary hardware including cables & software; • full service & maintenance; • all installation charges; • all labour charges; • any other charges <p>As per Volume 3 Section 1 Clause 2.2</p>	<p>€</p> <p>Amount in words:</p>
<p>Price for a quantity of 7,000 copies/prints per month*</p>	

* For evaluation purposes only. Quantity consumed in contract may vary. Charges will be applied according to the actual number of copies/prints per month.

VOLUME 4.3 - FINANCIAL BID

Lot 3

Fee for Leasing of Each Low Volume Black and White printing Energy Efficient Photocopiers for a three (3) year period at the Ministry for Foreign Affairs (MFA) - TMFA 001/2015 as outlined in the Tender Document, Advert Number TMFA 001/2015

Description of Service	Total including Taxes, Other Duties & Discounts but exclusive of VAT
Energy Efficient Photocopiers with at least all the minimum required technical specifications as listed in Annex I	Amount in Euro (€)
<p>Rates per copy/print including:</p> <ul style="list-style-type: none"> • monthly lease cost; • all costs of necessary hardware including cables & software; • full service & maintenance; • all installation charges; • all labour charges; • any other charges <p>As per Volume 3 Section 1 Clause 2.2</p>	<p>€</p> <p>Amount in words:</p>
Price for a quantity of 3,500 copies/prints per month*	

* For evaluation purposes only. Quantity consumed in contract may vary. Charges will be applied according to the actual number of copies/prints per month.