



higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



Specification for: Photocopy machines rental (3 year)

Item	Description	Quantity	Unit Price	Total Price
1.	<p>Digital Copier A4 – 90ppm</p> <p>Digital copier – printer Black and full colour scanner Network copying, printing, and scanning Copy speed - A4 – 90 ppm - A3 – 40 ppm Auto-duplex speed - A4 – 75 ppm Standard duplexing Monthly volume – Max 300 000 pages per month Four paper trays – A4 – A3 System memory – 8GB System hard drive – 250GB Automatic document feeder – Up to 300 originals – A4-A3 Interface – 10/100/1000 – Base – T Ethernet – USB 2.0 Scan output – Format – JPEG, TIFF, PDF – Compact PDT and XPS Print resolution – 1 200 x 1 200 dpi Scan resolution – 600 x 600 dpi Zoom – 25 – 400% Finisher – 65 pages Floor staple finisher</p>	<p>Tosa 2 Welkom 2</p>		
2.	<p>Digital Copier A4 – 55</p> <p>Digital copier – printer Black and full colour scanner Network copying, printing, and scanning Copy speed - A4 – 55 ppm - A3 – 32 ppm. Auto-duplex speed - A4 – 45 ppm Standard duplexing Monthly volume – Max 200 000 pages per month Three paper trays – A4 – A3 Paper input capacity – 3 650 sheets – standard</p>	<p>Admin Central 3 Tosa 8 Skills 2 Welkom 8</p>		

	<p>System memory – 8GB System hard drive – 250GB Automatic document feeder – Up to 300 originals – A4-A3 Interface – 10/100/1000 – Base – T Ethernet – USB 2.0 Scan output Format – JPEG, TIFF, PDF – Compact PDT and XPS Print resolution – 1 800 x 600 dpi – 1 200 x 1 200 dpi Scan resolution – 600 x 600 dpi Zoom – 25 – 400% Data line multi-sector surge protector</p>	<p>Classroom Tosa 7 Welkom 12</p>		
3.	<p>Digital Copier Finisher Finisher – 65 pages Floor staple finisher</p>	<p>Central 2 Tosa 7 Skills 2 Welkom 7</p>		
4.	<p>Colour Multi-Functional Printer Network copying, printing, and scanning Copy speed – A4 – 75 ppm (Mono / Colour) - A3 – 37 ppm (Mono / Colour) Auto-duplex Speed – A4 – 65 ppm (Mono / Colour) Standard Duplexing Monthly volume – Max 250 000 pages Three paper trays – A6 – A3 Paper input capacity – 3 500 sheets – standard Paper weight – 52 – 256 gms System memory – 8GB System hard drive – 250 GB Automatic document feeder – up to 300 originals – A6 – A3 Interface – 10/100/1000 Base – T Ethernet – USB Scan Output Format – JPEG, TIFF, PDF, Compact PDF, Encrypted PDF, XPS Manual Bypass - 150 sheets Finisher – 65 pages Floor Staple Finisher Print Resolution – 1 800 x 600 dpi, 1 200 x 1 200 dpi Scan Resolution – 600 x 600 dpi Zoom – 25 – 400% Data line multi-sector surge protector Operating system – Windows – Macintosh – Linux Security – Secure print Accounting – 1 000 users (username – password – e-mail – SMB folder)</p>	<p>Central 1 Tosa 1</p>		

5.	Server 1 Main BlackView MP200: Intel Core I5 (8cores or minimum), 16GB DDR4 Ram, and 512GB M.2 2280 SSD, Intel UHD Graphics, Windows 11 Pro, Wi-Fi 6, Bluetooth 5.2, and Gigabit Ethernet, 4x USB 3.0, 2x HDMI, 1x Display Port, Compact design	Central 1	
6.	Site Terminals Blackview MP20: Intel Core I5 (6cores or minimum), 8GB DDR4 Ram, and 256GB M.2 2280 SSD, Intel UHD Graphics, Windows 11 Pro, Wi-Fi 6, Bluetooth 5.2, and Gigabit Ethernet, 4x USB 3.0, 2x HDMI, 1x Display Port, Compact design PaperCut	Tosa 01 Welkom 01 Skills 01	
7.	Installation of PaperCut on the main server and site terminals with AD integration, SQL Express.	All Sites	
Total incl. VAT			

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 Head of Department

 Bid Specification Committee
 Recommended/.....

 Mr F\$ Mahlangu
 College Principal
 Approved/Not Approved

....2026/02/25.....
 Date
 27/02/2026
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 27/02/2026
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