

Naperville Public Library
Request for Pricing
Copier and Printer Service & Toner Specification Purpose

The Naperville Public Library is soliciting proposals for all repair services (including parts) and to supply all toner cartridges as may be required by normal use of printers and copiers.

Scope of Work

- Scope of the coverage will include all three locations of the Naperville Public Library:
 - Nichols Library, 200 W. Jefferson Avenue, Naperville IL 60540
 - Naper Blvd. Library, 2035 S. Naper Blvd., Naperville IL 60565
 - 95th Street Library, 3015 Cedar Glade Drive, Naperville IL 60564
- Must provide for all repair services and supply all toner cartridges as may be required by normal use of printers and copiers identified in the list of equipment below.
- Repair service must include labor, emergency and routine remedial and preventive maintenance service as well as remedial parts (include drums units and fusers) and consumable supplies.
- Toner cartridges, drum units, fusers must include replenishment of consumables, cartridges and parts, irrespective of the usage of individual units of equipment in the fleet.
- Provide a managed print program including automated meter reading and statistical report.
- Provide an automated ordering and service process.
- Specify expected response time for service calls.

Equipment

Types of Equipment	Serial Number	End Meter
Canon 2525 (B/W Copier)	FRU92982	201,382
	FRU95325	76,695
	FRU95953	29,921
Canon C2225 (Color Copier)	LYD11553	386,277 (B/W) 87,143 (Color)
	LYD51030	72,118 (B/W) 29,853 (Color)
	LYD11775	129,727 (B/W) 56,487 (Color)
	LYD11548	377,564 (B/W) 50,871 (Color)
	LYD11776	209,314 (B/W) 33,833 (Color)
HP CP3525DN (Color Laserjet Printer)	CNCCB44030	14,345 (B/W) 125,041 (Color)
	CNCCB4403L	13,776 (B/W) 98,566 (Color)
	CNCCB4403F	10,395 (B/W) 54,968 (Color)
HP Laserjet 4200N (B/W Printer)	USDNN08447	56,257
HP Laserjet 4240N	CNRXG93437	73,536
HP Laserjet 4250N	CNRXK76101	139,304
HP M425dn (B/W Laserjet)	CNF8G1P8P9	8,633
	CNF8G2LF7B	24,771
	CNF8G2LF6D	16,567
	CNF8G1P8Y7	15,923

	CNF8G2LF7K	47,700
	CNF8G2LF2D	66,427
	CNF8G2LF5T	59,386
	CNF8G1P8YP	31,192
	CNF8G2LF3L	40,219
	CNF8G1P88R	82,714
HP M451 dn (Color Laserjet)	CNDF350942	3,071 (B/W) 6,112 (Color)
	CNDF227291	941 (B/W) 3,524 (Color)
HP M452 dn (Color Laserjet)	VNB3X04233	2,180 (B/W) 1,239 (Color)
	VNB3X04229	626 (B/W) 1,422 (color)
	VNB3X04218	1,677 (B/W) 2,599 (Color)
	VNB3X04231	451 (B/W) 608 (Color)
	VNB3X04235	1,175 (B/W) 5,153 (Color)
HP M602dn	CNCCF7B09Z	109,043
	CNCCF7B09S	91,514
	CNCCF7B0B5	76,854
	CNCCF7B0B3	50,903
	CNCCF7B0B7	86,766
	CNCCF7B09W	108,649
	CNCCF7B09M	37,820
	CNCCF7B0B8	40,855
HP P2055dn	CNB9915486	62,053
	CNB9929673	20,068
	CNB9015874	34,235
	CNB9311089	15,881
	CNB9929672	14,349
	CNB9311091	10,313
	VNB3S17690	8,137
	CNB9015875	63,728
	CNB9915509	37,712
	CNB9914256	28,180
	CNB9016541	21,782
	CNB9016087	35,103
	VNB3X03069	17,326
	CNB9016549	9,804
	CNB9929675	21,309
	CNB9915505	18,462
	CNB9929677	12,610
	CNB9915473	25,901
	CNB9915508	16,404
	CNB9311090	25,479
	CNB9015881	30,630
	CNB9915485	78,287
	CNB9915493	9,185
	CNB9668112	9,048

References:

All respondents must provide a minimum of three (3) references of a similar size and scope of service provided over the past three (3) years. The reference list shall include the company name, contact name, contact phone number, the type of work done and the date the work was completed.

All pricing quotes must include:

Vendor name, address, contact phone, contact e-mail

Pricing Structure:

Generic versus OEM toner cartridges

Base monthly cost and overages as well as under-usage credit

Annual maintenance increase if any

Pricing to be submitted no later than Friday, April 21, 2017

Submission to be received in a sealed envelope at:

Naperville Public Library

Attention: Jeff Scheuerman

2035 S. Naper Blvd.

Naperville, IL 60565

If you need additional information, please submit your questions by e-mail to both ftong@naperville-lib.org and jscheuerman@naperville-lib.org no later than April 14, 2017.

The selected company must follow prevailing wage in accordance with the City of Naperville Ordinance 16-080 ("An Ordinance Ascertainning Prevailing Wages in the City of Naperville"), and any applicable superseding ordinance or public law. The Library is a Tax Exempt organization and our Identification No. is E991-2953-07.