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**DEPARTMENT OF  
 ADMINISTRATION**  
 DIPATTAMENTON ATMENESTRASION  
 GENERAL SERVICES AGENCY  
 (Ahension Setbision Hinirat)  
 Telephone (Telifon): (671) 475-1705/1706



LOURDES A. LEON GUERRERO  
 Governor (Maga'håga)  
 JOSHUA F. TENORIO  
 Lt. Governor (Sigundo Maga'låhi)

February 11, 2026

Invitation for Bid  
 GSA-004-26

**AMENDMENT #1**

36-Month Lease Agreement for Multifunction Color Copier/Printer/Scanner/Fax

- 1) Amend and replace pages 46 to 47 with the attached "**Revised Pages 46 to 47**" dated 2/11/2026.

All others remain unchanged.

Andriana Quitugua  
 Acting Chief Procurement Officer

Please Print  
**ACKNOWLEDGMENT COPY**  
 Received By: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Company/Name: \_\_\_\_\_  
 Email To: [gsaprocurement@gsadoa.guam.gov](mailto:gsaprocurement@gsadoa.guam.gov)

**Training:**

Bidder shall provide training.

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**Resolution:**

Copy: Minimum of 600 x 600 dpi

Print: Minimum of 1200 x 1200 dpi

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**Page Description Language:**

Equivalent/comparable and compatible to Adobe®PostScript®3™, Adobe®, PDF, PCL®5c/PCL®6 PCL and True Adobe Postscript Print Drivers.

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**Reduce/Enlarge:**

Originals can be reduced or enlarged between 25% up to 400% when copying.

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**Hard Drive/Processor/Memory:**

Minimum of 500 GB HDD

Minimum of 4 GB RAM

Hard drive with encryption and image erase

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**Connectivity:**

Ethernet 10/100/1000 Base-T, high speed USB 2.0 direct print

Initial network installation support with ongoing toll-free telephone support

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**Booklet Making:**

Up to 50-sheet multi-position stapler with 2 and 3 hole punching and booklet making with saddle/center stapling.

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**Prints:**

Two-sided printing up to 12" x 18"

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**Copy:**

Must be able to copy mixed-sized originals from feeder.

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**Scan:**

Standard features: Must be able to scan mixed-sized originals from feeder; Must be able to scan color and black and white (2 sided); Automatic blank page removal when scanning documents;

Destinations: Scan to USB/PC via USB port/Email/Network (FTP/SMB), HTTP, HTTPS, SFTP destinations;

File formats: PDF, PDF/A, JPEG, TIFF;

Convenience features: 1-touch apps, imaging security with propriety marking and infrared detection technology, optical character recognition (OCR), password-protected PDF, scan preview, scan to folder, scan to home, searchable PDF, single/multi-page PDF/TIFF, touch less workflow accelerators, TWAIN support, unified address book

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**Speed:**

Scan: Minimum of 135 ipm color / 270 ipm black and white (2 sided) Copies:

Minimum of 70 per minute in color and black and white

Prints: Minimum of 70 per minute in color and black and white

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**Fax:**

Fax build job, network server fax enablement, walk-up fax (one line to include LAN fax, direct fax, fax forward to email, or SMB share).

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**Paper Size:**

Minimum of 5 1/2 "x 8 1/2 "up to 12" x 18" paper size support.

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**Paper Weights:**

Minimum of 16 lb. bond to 110 lb. (60 to 300 gsm).

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**Paper Capacity:**

Up to five (5) trays including bypass tray up to paper capacity of 3140 sheet.

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**Paper Handling:**

Minimum capacity of 250 sheet automatic single pass duplex Document feeder (scans two sided documents in one pass)

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**Protection:**

On board anti-virus protection  
Acts of God protection (Proposed devices will be replaced at no additional charge should they be damaged by an act of God, e.g. typhoon, lightning, earthquake, etc.)

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**Delivery and Installation:**

The machine(s) must be delivered and installed at the Department of Integrated Services for Individuals with Disabilities with no additional cost.

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**Consumable:**

Pick up of all used consumable supply items for recycling or disposal.

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**Certification and Compliant:**

Energy Star Rated  
FIPS 140-2 Compliant (Federal Information Protection Standard for Data Encryption)

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**Note:** The GSA Federal Contract will be considered along with its terms and conditions, if offered.

**Bidding On:**

Manufacturer: \_\_\_\_\_

Make: \_\_\_\_\_

Model: \_\_\_\_\_

Place of Origin: \_\_\_\_\_

Date of Delivery: \_\_\_\_\_

These specifications were developed by the management and staff of the Department of Integrated Services for Individuals with Disabilities and approved by Michelle L.C. Perez, Director, DISID.