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**DEPARTMENT OF
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DIPATTAMENTON ATMENESTRASION
GENERAL SERVICES AGENCY
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LOURDES A. LEON GUERRERO
Governor (Maga'håga)
JOSHUA F. TENORIO
Lt. Governor (Sigundo Maga'låhi)

August 28, 2025

Invitation For Bid
GSA-068-25
60-Month Lease for Multifunction Color Copier/Printer/Scanner/Fax

Questions and Concerns received from Xerox Corporation on August 22, 2025.

1. The bid specifications indicate a requirement for "50 sheet offline convenience stapler" (on page 41).
Question/Request A: Can you please clarify if the convenience stapler is an offline electric stapler able to staple up to 50 sheets at a time?
Response: Yes.
2. Question/Request B: Can you please clarify if staples for the electric convenience stapler are to be included as part of the lease?
Response: Yes. Refer to page 40, "Supplies:"
3. The bid specifications indicate a requirement for Fax "Includes Lan Fax and Fax Forward to Email" (on page 41).
Question/Request: Can you please clarify if walkup fax (send and receive) is required and if 1 line fax is acceptable?
Response: One (1) line walk up fax is required.

Please Note: Follow up/Clarification to the Questions and Concerns responses dated 08/28/2025 must be submitted to the General Services Agency via email to gsaprocurement@gsadoa.guam.gov no later than 5pm, Friday, August 29, 2025.

Andriana Quitugua
Acting Chief Procurement Officer

Please Print
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Received By: _____
Date: _____
Company/Name: _____
Email To: gsaprocurement@gsadoa.guam.gov