

Tender for Saffron Walden Town Council

we require the following

- 1 60 page per minute A3/A4 print copy and scan device.
- 2 A4 desktop print copy scan devices.
- Quarterly maintenance site visits.
- Automated toner delivery.
- 5-year lease. (20 quarters)
- 5-year service contract. (20 quarters)
- All 3 devices to be networked.
- Collection and return of our old equipment. (5 devices)
- All extra costs shown in proposal.
- Full training provided upon installation.
- Your terms and conditions.
- 2 references we can speak with.

Our average volume per quarter is

Mono 16,264

Colour 21,576

We have a settlement figure of £36,035.89 that will have to be included by any potential new supplier.

please provide a quotation on the above, we will then narrow our choices down and contact you by phone call if you are successful, please do not call us.