



Government of Pakistan Ministry of Planning, Development and Special Initiatives Public Private Partnership Authority (P3A)

SUPPLY / INSTALLATION / TESTING OF IT AND OFFICE EQUIPMENTS

Public Private Partnership Authority (P3A)
House # 611, Street # 37,
National Police Foundation, Sector E-11/3, Islamabad
Phone: 051-9334126-9334130, 9330329

Web: www.pppa.gov.pk, Email: info@pppa.gov.pk





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No.T-12/2021-22-ADMIN/P3A

Islamabad, the September 17, 2021

INVITATION TO BID

FOR PROCUREMENT OF STATIONERY ITEMS / OFFICE Misc. SUPPLIES

Public Private Partnership Authority (P3A) invites sealed bids from reputed firms / contractors / General Order Supplier having experience in the relevant field (registered for Income Tax and Sales Tax) and are on FBR's Active Taxpayer's List, for supply of IT & Office Equipment with installation & testing.

- 2. Bidding documents, containing detailed terms and conditions, etc. are available at office of the Administration Supervisor, Public Private Partnership Authority (P3A), Sector E-11/3, Islamabad. Bidding documents can also be downloaded from www.p3a.gov.pk free of cost.
- 3. The bids, prepared in accordance with the instructions in the bidding documents along with Bid Security / Earnest Money of 3% of the total bid value in shape of Bank draft / Pay order drawn in favor of Public Private Partnership Authority may reach at Public Private Partnership Authority (P3A), 611, Street No. 37, Sector E-11/3, Islamabad on or before **October 6, 2021 at 11:00 A.M.** Technical Bids will be opened on the same day at 11:30 A.M. This advertisement is also available on PPRA website at www.ppra.org.pk.

(Khizar Hayat) Administration Supervisor Phone: 051-9330329, 9334126





GENERAL INSTRUCTIONS & CONDITIONS FOR BIDDERS

- 1. Tender documents may be obtained from Admin Department, Public Private Partnership Authority (P3A), Sector E-11/3, Islamabad, during office hours.
- 2. The firms should be authorized partners / reseller / distributor of the original manufacturer of Office & IT equipment.
- 3. The items of IT & office equipment should be branded.
- The items of IT & office equipment should have the warranty of minimum 1 year.
- 5. Earnest money @ 3% of the total amount (In the form of Bank Draft/pay order) for supply / installation / testing of IT / Office Equipment in favor of the Public Private Partnership Authority (P3A) will have to be attached, which in case of unsuccessful bidders will be returned.
- 6. The prices of bids shall be valid for 120 days.
- 7. The firms should be reputed and registered for Income Tax and Sales Tax with FBR (Registration Numbers should be clearly mentioned and valid documentary evidence be attached) and should be on the ATL.
- Firm will be bound to supply/deliver the goods to P3A office even on a short notice using its own transport.
- The "P3A" reserves the right to accept or reject any or all bids as per PPRA Rules.
- 10. The Purchase Order will be on actual requirement basis. This tender notice may be seen on PPRA website www.ppra.org.pk and P3A website www.p3a.gov.pk.

(Khizar Hayat)
Administration Supervisor
Phone: 051-9330329, 9334126





Public Private Partnership Authority (P3A) [Administration Department]

GENERAL INSTRUCTIONS / TEMS & CONDITIONS

Part A:

Dear Sir,

You are hereby invited to submit the bid for the provision of supply of IT/Office equipment with installation & testing in accordance with the description of items Lot wise, as in the description of items at Appendix "E".

1. Prospective Bidders Should Particularly Note That:

- a. Bids through Telex/ Fax shall not be acceptable.
- b. The P3A does not take any responsibility for collecting the bids from any agency.
- c. Owner or his/her authorized representative may attend the tender opening, if desired. Letter for nominating Representative must be submitted along with bid.
- d. The proposals especially financial proposal shall not have any over writings or cutting. P3A reserves the right not to consider the proposal having aforementioned deficiencies.
- e. The P3A reserves the right to increase or decrease the quantities and accept or reject any or all bids or cancel any or all items at any time without assigning any reason thereof.
- f. Bids should be submitted on the basis of free delivery up to P3A premises including all charges i.e. packing, freight, courier charges etc.
- g. Bidders are allowed to submit bids for one or all of the Lots. Evaluation and Award shall be on the basis of Lots.
- h. Successful bidder must provide the samples of ordered items, if required by the purchase committee before actual delivery. The acceptance of the goods will be subject to the inspection by the P3A authorities.





- i. If the P3A observes that the items are not provided as per the standard requirement or substandard, the P3A shall have the right to cancel the contract within one month and forfeiting the performance guarantee. Action for blacklisting of the firm will also be imitated.
- j. No advance payment will be made for any kind of invoice. Payment shall be made after delivery of complete items as per Purchase Order & submission of invoice.
- k. If any dispute arises during execution between the P3A and supplier, a dispute resolution committee will be constituted by P3A. The decision of the dispute resolution committee will be final and binding upon both the both the parties.

Part B:

Instruction To Bidders (ITB):

- 1. <u>Delivery of Bids:</u> The Proposal is to be submitted as under:
 - a. The Proposal indicating the quoted price in Pak Rupees in figures as well as in words along with essential literature / brochure if any, would be enclosed in an envelope.
 - b. The bid shall comprise a single package containing two separate envelopes shall be marked as the "Technical Proposal" and "Financial Proposal" in bold and legible letters.

2. <u>Date and Time for Receipt of Bids:</u>

The bid document must reach this office until **October 6, 2021 at 11:00 A.M**. at the following address:

Administration Supervisor, Public Private Partnership Authority, 611, Street 37, Sector E-11/3, Islamabad.





3. <u>Bid Opening Procedure:</u>

Single Stage -Two Envelopes Procedure "36(b) PPRA Rule, 2004" Procedure will be adopted to evaluate the offer. Complete bid containing **Technical** and **Financial** proposals along with Bid Security, all required information and documentary evidences must be submitted before closing date.

4. <u>Bid Opening Date & Time:</u>

The Bid Opening Committee will open the **Financial** proposals of the bidders on **October 6, 2021 at 11:30 A.M.** Only legitimate/ authorized representatives of suppliers will be allowed to attend. These representatives should be fully aware of the details of their supplier's Proposal and deviation, if any. They must be fully authorized to take decision on the spot on behalf of their company.

5. Evaluation of Bids:

Technical Bids: Initially "Technical Proposals" of eligible bidders will be opened to evaluate the offer(s) as per required criteria mentioned in Annex-C of the tender document. Offer(s) / items(s) which will not be found according to the standard/specifications(s) and evaluation criteria shall not be accepted and "Financial Proposal" of such firm will be returned unopened.

Financial Bids will be opened only of those firms which are technically responsive and obtained the minimum threshold of 70 marks for technical evaluation. All bids will be evaluated financially on bases of lowest quoted rates (lot wise) as per required items with the brand / sizes mentioned in Appendix-E with details.

6. Award of Contract:

The contract will be awarded to the technically qualified and lowest evaluated bidder lot wise (financially) and one sample of each quoted item required to be delivered to the office of the undersigned if required by the Purchase Committee. The P3A shall retain the samples of firm(s) to whom the contract is awarded till completion of the supply period after issuance of Purchase Order.





7. Validity of Proposal:

The validity period of bids must be indicated and should invariably be not less than 120 days.

8. Prices:

- Only one rate shall be allowed for each item, multiple rates in the bids for one item shall not be admissible.
- b. The total final bid quoted amount should be mentioned separately both in words and figures.
- c. The price validity period must be 120 days from the date of opening of bid.
- d. The successful bidder has to furnish five percent (5%) of the contract amount as a performance guarantee which will be released after completion of contract / warranty / guaranty period.

9. Taxes:

- All prevalent Govt. Taxes will be applicable.
- In case applicable taxes have neither been included in the quoted price nor mentioned whether quoted amount is inclusive or exclusive of such taxes, then quoted amount will be considered inclusive of all taxes and selected service provider will have to provide the required items, if selected and declared as lowest evaluated bid (financially). In case selected bidder is not willing to supply on quoted amount then bid security submitted with the bid will be forfeited in favor of the P3A.

10. <u>Language of Bidding Document:</u>

The bid must be prepared in English language. If supporting documents and printed literature furnished by the bidder with the bid are not in English language, they must be accompanied by English translation of the relevant passages.





11. One Bid per Bidder:

Each bidder shall submit only one bid either by himself, or as a partner in a joint venture. A bidder who submits or participates in more than one bid (other than alternatives pursuant) will be disqualified.

12. Cost of Bidding:

The bidders shall bear all costs associated with the preparation and submission of their respective bids and the Purchaser will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

13. <u>Time Limits:</u>

Supplier must provide the time limits about delivery which should in no case be more than 5 days from the date of issuance of Purchase Order.

14. <u>Terms of Payment:</u>

The Purchase Order will be on requirement basis. The quantity of items may increase or decrease as per original requirement and therefore, payment will be made on completion of supplies on actual basis within 30 days.

15. Withdrawal of Proposal:

• If the supplier intends to withdraw its Proposal within validity period before the expiry of its validity, the earnest money / bid security will be forfeited in favor of the P3A.

16. Photocopies of relevant Documents:

Photocopies of following documents will be provided / attached with Proposal:-

- a) Income Tax No. to be mentioned on the Proposal and
- b) Copy of Registration Certificate issued by Sales Tax Department.
- c) The firm should have valid and Active NTN / STRN





17. <u>Disqualification:</u>

Bids, which are not accompanied by the documents at serial No. a to h below, shall be declared as Non-Responsive and their un-opened financial proposals will be returned:-

- a. Earnest money is not attached with the Proposal.
- b. Proposals are found conditional or incomplete in any respect.
- c. Received later than appointed / fixed date and time.
- d. There is any deviation from the General Instructions.
- e. Multiple rates are quoted against one item.
- f. If validity of Proposal is not quoted as required.
- g. Proposal made through Fax / E-mail / Cable / Telex.
- h. If the Proposal is found to be based on cartel action in connivance with other bidders.

18. <u>Earnest Money / Bid Security:</u>

The Proposal must be accompanied with earnest money of **3%**, of the total amount in shape of Bank Draft / Pay Order in favor of P3A, Islamabad.

19. Performance Guarantee:

The successful bidder must submit the Performance Guarantee of 5% of total quoted amount in favor of Public Private Partnership Authority in the shape of CDR from any schedule Bank, otherwise tender award will be rejected. However 3% Earnest Money will be returned after signing agreement and receiving the Performance Guarantee from successful bidder.

20. Rights Reserved:

P3A reserves the rights to accept or reject the bids as prescribed under PPRA Rules 2004.





Eligibility Criteria Mandatory

- 1. Income Tax Registration Certificate
- 2. General Sales Tax Registration Certificate
- 3. FBR's Active Taxpayer's List (ATL)
- 4. Undertaking that the Shop / Firm / Company is not blacklisted and not involved in litigation with Government / P3A Islamabad on Stamp Paper duly attested from Notary Public.





ANNEX-A

(Firm / Company Information)

Firm / Company Information					
Sr. #	Required Information	Response			
1	Legal Name of the Firm, Company				
'	and or Shop				
	Year of Registration / Establishment				
2	of the Organization / Firm / Company				
	and shop etc.				
3	National Tax Number				
4	General Sales Tax Number				
5	Name and designation of "Head of				
3	Firm/Company or Shop				
Compl	ete Address				
Mobile	No.				
Phone No.					
Email					
Fax No).				





ANNEX-B

(Eligibility Response Check List)

	Eligib	ility Check List			
Sr.	Eligibility Criteria Details	Evidence / Proof Required	Attached supporting Documents / Proofs and Mark Yes or No		
			Yes	No	
1	Evidence of bidding firms/	Evidence of certificate of			
	company's registration / Incorporation/Registered firm with Registrar	incorporation is required			
2	Provide National Tax Number (NTN) and General / Provincial Sales in the name of Firm / Company and provide a copy of registration	Registration copy required			
3	We may require Active Tax Payer (ATP) status as per FBR website.	(2018-21 tax returns copy required)			
4	110.00.00				
5	Affidavit on stamp paper, declaring that company is not blacklisted by any Government agency / authority. (Original required)	We solemnly declare that our organization or any member of consortium has never been suspended / debarred or blacklisted.			





ANNEX-C

(Technical Evaluation Criteria)

Sr. No.	Description	Total Points	Category Points	Marks Obt.	Remarks
	Relevant Experience				
	Experience of supply of office equipment & IT items equal to or more than 5 years		30		
1	Experience of supply of office equipment & IT items if more than 3 years but less than 5 years	30	25		Copies of Contract / Purchase Order / Work Order are required.
	Experience of office equipment & IT items if less than 3 years but more than 1 year		15		
	Financial Strength / Turnover				
	The office equipment & IT items supplied is equal to or more than Rs. 10 million in last 3 years		35		Copies of Purchase Order /
2	The office equipment & IT items supplied is equal to or more than Rs. 6 million in last 3 years	35	25		Work Order and Income Tax return are required.
	The office equipment & IT items supplied is equal to or more than Rs. 3 million in last 3 years		10		
	Availability of Outlet, Shop or Office				
	Shop, Outlet or office registered in the name of Firm/proprietor for the last 5 years		30		
3	Shop, Outlet or office registered in the name of Firm/proprietor for the last 3 years	30	20		Documented proof of Registration
	Shop, Outlet or office registered in the name of Firm/proprietor for the last 1 years		10		
4	Satisfactory Certificate from different Clients (1 point for each Recommendation letter)	5	5		Documented proof
	Total Points	100			





ANNEX-D

(Cover Letter for the Submission of Technical and Financial Proposals)

I,		hereby declare that:
•	All the information provided in the technical property	osal is correct in all manners and
respe	ect;	
•	and I am duly authorized by the Management to	submit this proposal on behalf of
"[nam	ne of the Firm / Company]"	
Name	: -	
Desig	nation:-	
Signat	uture:-	
Date:-		

Signature & Seal of Bidder





ANNEX-E

(IT Equipment)

		Detail of IT Equipment				
Sr. #	Description	Specifications/Features	Qty.	Unit	17 %	Total
U 11 <i>II</i>	2 ccc.iption		α.,.	Rate	GST	(Rs.)
	LOT No. 1					
	Branded					
A.	Desktop		04			
	Computers					
i.	Processor	Core™ i7 Intel® ,10 th generation or				
••		higher				
ii.	Mother Board	Mother Board with Intel original Chipset				
iii.	Memory	8 GB support up to16 GB				
iv.	Network Card	Built-in 10/100/1000 Mbps Ethernet				
٧.	LED	LED Monitors 20 inch or Other Size				
vi.	SSD	01 TB or above				
vii.	Display/Sound	Built-in Video graphics display and Sound card				
viii.	Casing	Full Tower casing.				
ix.	Mouse and Key Board	Standard USB Key Board and USB Optical Mouse				
х.	I/O Interfaces and Expansion Slots	Min 4 USB 3.0 ports, Min 2-PCI slots				
xi.		Window 11 with multimedia kit				
xii.	Wireless	Yes				
xiii.	Warranty	01 Year (Minimum)				
xiv.		Any additional features in the system will be appreciated.				
B.	Laptops		10			
i.	Processor	Intel Core i7-11th Gen				
ii.	Mother Board	Mother Board with Intel original Chipset				
iii.	Memory	8 GB total system memory (8 GB x 1) Support Up to 16 GB (8 GB x 2)				
iv.	Network Card	Built-in 10/100/1000 Mbps Ethernet or above (if available in latest models)				





V.	Screen	LED 15.6" OR Other size			
vi.	SSD (Solid State Drive)	1 TB			
vii.	Display/Sound	Built-in Video graphics (Intel HD Graphics 620)display and Sound card			
viii.	Camera	HD camera 720p or above			
ix.	Wireless	Yes			
x.		Window 11 with multimedia kit			
xi.	Warranty	01 Year (Minimum)			
xii.		Any additional features in the system will be appreciated.			
	LOT No. 2				
C.	Firewall		01		
i.		Next generation firewall, Hardware plus 24 x 7 and support UTM protection features including firewall DPI, IPS, Antivirus, Anti-Spam, Defense against attacks and content filtering services with 3-years license.			
ii.		Transparent, routing, or hybrid working more and high availability (HA), including the Active / Active and Active / Standby mode.			
iii.		Required: After sale service for configuration, trouble shout and solution if any disaster occur. Warranty 03 years			
D.	Anti-Virus	1-Multi users Pack OR 2-Single User	30		
E.	Microsoft Office	Office 2019 1. Standard 2. Professional	08		





(Office Equipment)

Detail of Office Electronic Equipment							
S.#	Description	Specifications/Features	Qty.	Unit Rate	17 % GST	Total (Rs.)	
	LOT No. 3						
F.	Scanners						
i.	ADF specifications	Automatic document feeder capacity: Standard, 50 sheets (75 g/m² paper) Automatic document feeder speed Up to 30 ppm /60 ipm Scanning options (ADF):Single pass E-Duplex Scan size (ADF), maximum:216 x 3100 mm Scan size (ADF), minimum:105 x 148 mm					
ii.	Technical specifications	Standard Features: Scan to email; Scan to PC; Scan to Network Digital sending optional features: Send to email Send to network folder Send to PC Scan resolution, optical: Up to 600 x 600 dpi (color and mono, ADF)Up to 1200 x 1200 dpi (color and mono					
iii.	Connectivity:	Connectivity, standard: USB 2.0 and USB 3.0Built-in Fast Ethernet 10/100/1000Base-TX network port					
iv.	Warranty:	01 Year (Minimum)					
G.	Printer		03				
i.	Print speed:	Up to 35 ppm minimum					
ii.	Print resolution:	Up to 1200 x 1200 dpi					
iii.	Print technology:	Laser					
iv.	Duplex printing (printing on both sides of paper)	Auto and Manual					
v.	Paper handling:	100-sheet multipurpose Tray 1, 250-sheet input Tray 2; 150-sheet output bin; Duplex Options: Automatic (standard); Envelope Feeder: No; Standard Paper Trays: 2; Input Capacities: Up to 350 sheets (Tray 1: up to 100 sheets; Tray 2: up to 250 sheets); Output Capacities: Up to 150 sheets; Up to 10 envelopes; Up to 75 sheets					
vi.	Media sizes:	A4,Letter, legal, executive, 8.5 x 13 in, envelopes, custom					
vii.	Connectivity:	IEEE1284-B compliant parallel port, Hi- Speed USB (compatible with USB 2.0 & above specifications) port, 1 open EIO slot					





viii.	Wireless and LAN Facility	Yes			
ix.	Warranty:	01 Year (Minimum)			
x.	Accessories (with each Printer):	Power Cord Toner Cartridge Driver CD USB Printer Data Cable			
xi.		Any additional features in the system will be appreciated.			
H.	Multimedia		01		
i.	Native resolution or number of pixels	1280 x 800 (True WXGA) or Higher			
ii.	Max resolution	3840 x 2160 or above			
iii.	Screen Size	30" -300" or Higher			
iv.	Lamp Life	Min. 6000 Hours normal / 12,000 Hours In Eco Mode or Higher			
V.	Aspect Ratio	16:9			
vi.	Contrast	20000:1 or Higher			
vii.	Color Reproduction	Up to 1.07 billion colors			
viii.	Projection Method	Table top, Option to be used from ceiling			
ix.	Ports	1 USB type A, 1 USB type B, 2 HDMI, 2 VGA in, network port, Audio in Composite Video in and other.			
X.	Projection Control	Projector Keypad, Remote			
xi.	Warranty:	01 Year (Minimum)			
xii.	Other	Slide Changer with Laser Pointer			
	LOT No. 4				
I.	Paper Shredder		04		
i.		12 Sheets Cross Cut Shredder			
ii.		LED display: Standby / Overload / Shredder misaligned			
iii.		Manual reverse mode helps clear paper jams			
iv.		Overload protection / Thermal protection			
V.		Safety cut-out on basket removal			
vi.		See-through window reminding you of cleaning out waste paper timely			
vii.		Shreds 1 CD or 1 credit card at a time			
viii.		Cutting Size: 4 x 55mm			
ix.		Bin Capacity: 20 Liter			
х.		Dimension (L x W x H mm): 366 x 292 x 550			
xi.		Net Weight: Per Unit: 10 Kg			
xii.		Throat Width: 230mm			





WENT O				Section 19 and	
xiii.	Warranty	01 Year (Minimum)			
	Conference				
J.	Camera (all in		01		
	one)				
	· · · · · ·				
i.		Full HD 1080p video calling (up to 1920 x 1080 pixels)			
ii.		720p HD video calling (up to 1280 x 720 pixels) with supported clients Field of View:			
iii.		Diagonal: 78°			
iv.		Horizontal: 70.42°			
v.		Vertical: 43.3°			
vi.		1.2x HD zoom			
vii.		228 mm extender stem for elevation /			
viii.		eye-level camera angle Right light™ 2 Technology for clarity in			
VIII.		various lighting environments,			
ix.		even low light Camera LED for active streaming indication			
x.	Speaker Phone	Integrated full duplex speakerphone with echo and noise cancellation Controls for call answer/end, volume, mute, and camera movement			
xi.	Microphone (Tx)	Omni directional microphone with 2.4 m diameter range Frequency response: 200Hz – 8KHz			
xii.	Speakers (Rx)	Frequency response: 220Hz – 20KHz Max output: 80 dB SPL at 0.3 m			
xiii.	Remote Control	IR 3 m range CR2032 battery (included)			
xiv.	Cables / Power	AC Power adapter Power cable (2.4m) USB cable (2.4m)			
xv.	COMPATIBILITY	Plug-and-play USB connectivity Compatible with Zoom , Teams, Skype for Business, Google Meet			
xvi.		Compatible with video conferencing, recording, and broadcasting applications that support USB cameras			
xvii.	Warranty	01 Year (Minimum)			
K	LED Smart TV		01		
i.	Screen Size	80'			
ii.	HDR	Yes			
iii.	Bluetooth	Yes			
iv.	Operation System	Android			





MENT O	E M.			-	STATE OF THE PARTY.	6730
٧.	Web Browser	Yes				
vi.	Smart TV	Yes				
vii.	Smart things App	Yes (Requires android 6.0 or iPhone iOs 10.0)				
viii.	Works with Google Assistant	Yes				
ix.	TV to mobile mirroring	Yes				
x.	Mobile to TV mirroring	Yes				
xi.	PC Supports	Yes				
xii.	Multi view	Yes				
xiii.	Camera Support	Yes				
xiv.	Wi-Fi Direct	Yes				
xv.	HDMI	Yes				
xvi.	USB	Yes				
xvii.	Ethernet LAN	Yes				
xviii.	Slim Type	Slim look				
xix.	ECO Features	Yes				
XX	Warranty	Yes				
	LOT No. 5					
	Conference					
L.	Sound Systems					
i.	Mic	HTDZ 15 inch neck wired delegate unit with building speaker	20			
ii.	Central control Unit	HTDZ central control unit with connection wire	01			
iii.	Wall Speakers	ITC Audio 30 Watt Wall Speaker	02			
iv.	Audio Mixer	ITC Audio 120 Watt mixer Amplifier with two microphone & 2 Aux Inputs	01			
v.	Installation	Complete installation with testing	01			
			Job			
Vi.	Warranty	01 Year (Minimum)				
	Multimedia					
М.	Screen Electric		01			
	Motorized Drop					
i.	Size	8x6				
ii.	Borders	Black masking borders				
iii.	Materials	Matte white fabric, static resistant, fire retardant, mildew resistant				
iv.	Installation	Plastic end caps with holes / D – ring for wall / ceiling hanging				
	•	· · · · · · · · · · · · · · · ·	· I			





٧.	Operation	Pre-wired power card with integrated switch / remote control			
vi.	Casing	Light weight with scratch resistant powder coated steel case.			
vii.	Warranty	01 Year (Minimum)			
N.	Photocopier		01		
i.	General:				
	Functions	Print, scan & copy			
	Operational Panel	Minimum 4-Line LCD			
	Warm-up time	Minimum 15 seconds			
	1st Output speed	Minimum 5 seconds			
	Continuous output Speed	Minimum 30 ppm			
	Memory	Minimum 2 GB or higher			
	ARDF capacity	Minimum 200 sheets			
	Warranty	01 Year (Minimum)			
	HHD/SSD	250 GB			
ii.	Copier:				
	Multiple copying	Minimum up to 999 copies			
	Resolution	Minimum 600dpi			
	Zoom	From 25% to 400% in 1% steps			
iii.	Printer:				
	Printer language	Standard : GDI			
	Print resolution	Upto1200 x 1200 dpi			
	Network Interface	Minimum Standard : Ethernet (1000/100/10BASE), USB 3.0 Type x 1			
		Wireless LAN (IEEE 802.11a/b/g/n/ac)			
	Mobile printing capability	Yes			
	Windows environments	Windows latest			
iv.	Scanner:				
	Scanning Speed	Minimum mono: 18ipm Color: 6ipm			
	Resolution	Minimum 600dpi			
	Compression method	MH/MR/MMR,JPEG			
	File Formats	Single Page TIFF, Multi Page TIFF, Single Page JPEG, Single Page PDF, Multi Page PDF		 	
	Scan Modes	Email, Folder, USB			
٧.	Features:	Locked Print, IPsec communication,			
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		Transport Layer Security (TLS) STMP over SSL, Wireless LAN encryption		
vi.	Paper Handling:			
	Paper Size	A3, A4, A5, A6, B4, B5, B6		
	Paper input capacity	Standard : 500 sheets or above		
	Paper output capacity	Standard: 250 sheets or above		
	Paper weight	52-216g/m ²		
	Paper types	Thin Paper, Plain Paper 1, Plain Paper2, recycled, Color Paper, Special Paper, Middle Thick Paper, Thick Paper 2, label Paper, OHP, Envelope		