



AFRICAN UNION  
الاتحاد الأفريقي

UNION AFRICAINE  
UNIÃO AFRICANA

AFRICAN COURT ON HUMAN AND PEOPLES' RIGHTS  
COUR AFRICAINE DES DROITS DE L'HOMME ET DES PEUPLES  
P.O Box 6274 Arusha, Tanzania, Tel: +255 732 979506/9; Fax: +255 732 979503  
Website: [www.african-court.org](http://www.african-court.org) Email: [registrar@african-court.org](mailto:registrar@african-court.org)

Ref: AfCHPR/TBC/2016/38

Date: 15<sup>th</sup> January 2016

**TO: ALL INTERESTED BIDDERS**

**REQUEST FOR QUOTATIONS (RFQs)**

**FOR CONTRACT FOR THE SUPPLY AND MAINTENANCE OF MULTI  
FUNCTIONAL PRINTERS AND PRODUCTION PRINT MACHINE AT THE  
AFRICAN COURT ON HUMAN AND PEOPLES' RIGHTS (AfCHPR)**

The AfCHPR, is issuing a request for quotations (RFQs) for the supply and maintenance of Multi-functional printers and production print machine to all interested bidders. Quotations and all correspondences relating to this RFQ shall be submitted to:

**"Contract for the Supply and Maintenance of Multi-Functional Printers and Production Print Machine at the African Court on Human and Peoples' Rights"**

**The Secretary  
Tender Committee  
African Court on Human and Peoples' Rights  
P.O BOX 6274  
Arusha  
Tanzania**

**Email: [procurement@african-court.org](mailto:procurement@african-court.org) or [tenders@african-court.org](mailto:tenders@african-court.org)**

Quotations must be delivered, during regular business hours, no later than 5:00 PM Friday, January 29, 2016 to the above address:

Bidders requiring additional information or clarification relative to the technical aspects of the RFQ may direct inquiries to the Information Technology Specialist.

**Julius Kanya  
Information Technology Specialist  
African Court on Human and Peoples' Rights  
[julius.kanya@african-court.org](mailto:julius.kanya@african-court.org)**



## Section 1: Profile of the African Court

The African Court on Human and Peoples' Rights (AfCHPR) was established by the Protocol to the African Charter on Human and Peoples' Rights, which was adopted by Member States of then the Organization of African Unity (OAU) in Ouagadougou, Burkina Faso in June 1998. The Protocol entered into force on 25 January 2004. The Court's mission is to complement and reinforce the protective mandate of the African Commission on Human and People's Rights in African Union Member States. The seat of the Court is in Arusha, Tanzania. Providers are invited to know more about the Court by visiting its website [www.african-court.org](http://www.african-court.org)

## Section 2: Scope of Services

The selected bidder will be required to provide two proposals;

1. Supply and maintenance of Multi-Functional Printers and Production Print Machine.
2. The Court would like to trade-in, its old machines (**Brother MFC-9840CDW**) with the bidder and pays the difference between the purchase price and the trade-in cost for the supply of new Multi-Functional Printers and Production Print Machine.

The Court looks to the Bidder to propose the most efficient and cost effective options.

This RFQ is being floated to appoint business associate (BA) for the Contract for the supply and maintenance of Multi-Functional Printers and Production Print at the African Court on Human and Peoples' Rights. The activities for BA are described in the scope of work;

### 1. Detailed Scope of Work for proposal One: Supply and Maintenance of Multi-Functional Printers and Production Print Machine

- Supply, installation, commissioning of Printers and associated Software at locations / offices specified by the Court.
- All supplied items must conform to the detailed technical specifications mentioned in this tender document.
- Delivery of the equipment shall be done at the Court.
- Maintain the mandatory and recommended spares during warranty period.
- The bidder shall provide 3 years onsite warranty and thereafter 1 year Annual Maintenance Contract (AMC) of all supplied, installed and commissioned equipment as per Service Level Agreement (SLA).
- Provide product information and documentation such as User manuals, System administrator manuals, Technical manuals, Installation guides etc. as applicable.



- The vendor has to make sure that printers are configured successfully on the network as applicable. The necessary drivers on CD/DVD are to be supplied by the vendor (minimum 1 copy for each model of printer).
- All printer parts including printer heads and other plastic materials shall also be covered under warranty except consumable items i.e. Toners and stationery.
- The vendor will arrange for an engineer for supporting and repairing all printers supplied by him, and make sure the response time when his engineer is called up is achieved as per the SLA.
- Preventive Maintenance: Vendor will carry out required Preventive Maintenance as per the schedule mentioned in SLA.
- The bidder shall adhere to all the terms and conditions mentioned in the service level agreement (SLA).
- The service during warranty of equipment will be on-site.
- The bidder shall make his own necessary arrangements for the following and for those not listed anywhere else; transportation to the Court whenever your engineer is called for support.
- In case of award of contract, the successful bidder also need to submit a copy of agreement with OEMs for back to back arrangement for critical support and spares.

## **2. Detailed Scope of Work for proposal Two: Trade-in of the Old machines with the bidder.**

- The Court would trade-in its old machines with the bidder and pays the difference between the purchase price and the trade-in cost for the supply of new Multi-Functional Printers and Production Print Machine.
- The scope of work includes, all mentioned above in proposal one.

### **Detailed Technical Specification.**

- The proposed equipment models shall be supported by the OEM for a minimum period of next five years.
- The supplier shall submit the data sheets for each of the equipment model detailing the specifications of the equipment.



**Multi-Functional Printer (B/W) Printers (Four Units)**

SPECIFICATIONS		REQUIRED PARAMETER	Supplier Response (Compliant/ Non-Compliant)	Remarks
1	SECURITY CONTROL DEVICE OUTPUT	Locked Print		
2	RESOLUTION COLOR	600 dpi		
3	MEMORY	Standard: 1 GB Maximum: 1.5 GB		
4	COPYING PROCESSOR	Laser beam scanning and electro-photographic printing		
5	PAPER SIZE	A3, A4, A5, B4, B5, B6		
6	TYPE OF MEDIA	Bond Paper, Transparency Sheets, Envelopes, Labels, Cards		
7	PAPER INPUT CAPACITY:	Maximum: 1,350/1,600 sheets		
8	PAPER OUTPUT CAPACITY:	Maximum: 350 sheets		
9	WARM-UP TIME:	20 seconds		
10	FIRST OUTPUT SPEED:	20 seconds		
11	CONTINUOUS OUTPUT SPEED:	20/25 pages per minute		
12	STD PAPER TRAYS INPUT	Two		

13	PRINTING LANGUAGES	Standard: PCL5e, PCL6, XPS Option: Adobe® PostScript® 3™		
14	INTERFACE	Standard: USB 2.0, SD slot, USB Host I/F, Ethernet 10 base-T/100 base-TX, Ethernet 1000 Base-T Option: Bi-directional IEEE 1284, Wireless LAN (IEEE 802.11a/b/g), Bluetooth		
15	DUPLEX PRINTING CAPABILITY	Yes		
16	DUTY CYCLE	80,000 Pages per month or higher		
17	N/W PRINT MGMT S/W	Needed		
18	MAKE & MODEL	To be given by the bidder		
19	POWER REQUIREMENT	To be given by the bidder - Wattage - Suggested UPS capacity (VA) & type (online or offline)		
20	OS SUPPORT	Vendor to provide drivers for supporting all the required OS		
21	COST OF TONER	To be indicated for the model offered		

**Production Print Machine (One Unit)**

SPECIFICATIONS	REQUIRED PARAMETER	Supplier Response (Compliant/ Non-Compliant)	Remarks	
1	PRINT ENGINES	<p>Print Speed</p> <p>95/110/125 ppm - 8.5 x 11 in. (A4)</p> <p>First Copy-out-time: 3 seconds</p> <p>Simplex or duplex printing</p> <p>Up to 1200 x 1200 dpi RIP resolution and up to 2400 x 2400 dpi resolution with halftone screen 106 lpi (default) or 150 lpi (high quality mode)</p> <p>Front to back registration +/- 0.7 mm</p> <p>Automatic Meter Read (AMR) capable (where available)</p>		
2	PAPER HANDLING	<p>Stock weights and capacity:</p> <p>Tray 1*: 1,100 sheets – (8.5 x 11 in./A4)</p> <p>Tray 2*: 1,600 sheets – (8.5 x 11 in./A4)</p> <p>Tray 3-4*: 550 sheets each – 5.5 x 7.2 in. to 13.0 x 19.2 in. (140 x 182 mm (A5) to</p>		



		<p>330 x 488 mm (SRA3))</p> <p>Tray 5 Bypass Tray: 250 sheets – 4 x 6 in. to 13 x 19.2 in. (102 x 152 mm to 330 x 488 mm); 16 lb bond to 140 lb index (52 gsm to 253 gsm)</p> <p>Optional High-Capacity Feeder: 2 trays, 2,000 sheets each – 8.5 x 11 in. (A4); 16 lb bond to 80 lb cover (52 to 216 gsm)</p> <p>Optional Oversized High-Capacity Feeders: 1- or 2-Tray Feeders; 2,000 sheets in each tray – 8 x 10 in. to 13 x 19.2 in. (B5 to SRA3); 18 lb bond to 110 lb cover (64 to 253 gsm)</p> <p>Coated Stocks: Refer to Customer Expectation</p> <p>Capacity based on 20 lb bond (75 gsm) to 24 lb bond (90 gsm) uncoated media, white or cream color only</p>		
3	BOOK MACHINE	<p>Library Quality Perfect-bound books</p> <p>Output Book Size Limits:</p> <p>Book sizes from 40 to 830 pages</p> <p>Book thickness range from 0.100"</p>		



		<p>(2.54 mm) to 1.875" (47.625 mm)  Height and width limit:</p> <p>Height from 5" (127 mm) to 10.5" (267 mm) for 8.5" x 11"/A4</p> <p>Width from 4.5" (114 mm) to 8.25" (210 mm)  Epson Color Ink Jet Cover Printer:</p> <p>Book covers printed on 10 mil (270 gsm) water resistant 2-side coated coverstock, 11" x 17"/A3</p> <p>8 ink jet cartridges: Photo black, Matte black, Cyan, Magenta, Yellow, Red, Orange, Gloss Optimizer</p> <p>Electrical requirements: 110 at 15 A for 60 Hz/220 – 240 V at 15 A for 50 Hz</p> <p>First Book Out Time – once complete printed cover is printed and in bind position, the completed bound book output time is less than or equal to four minutes</p> <ul style="list-style-type: none"> <li>• Power on cycle up time: 60 minutes</li> </ul>		
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4	COST OF TONER	To be indicated for the model offered		
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**Timelines for Delivery and Installation**

- The bidder is required to deliver the equipment at the premises of the Court.
- Installation shall be completed within 5 days of delivery date.

**Sincerely,**

