

City of St. Augustine Beach

Request for Proposal 23-05

Office Printer/Copier/Scanner/Fax

ADDENDUM #1 – October 20, 2023

Question #1

Does the City have a preferred lease term? 36, 48, or 60 months?

- The City does not have a preferred lease term and is open to all options.

Question #2

On the optional desktop machine for the small two-person office – do you need full color print/copy/scan capability or will black & white only suffice?

- This machine would need full color capability.

Question #3

I just wanted to confirm that the bid is for new copiers, not low metered or renewed machines, correct?

- We would prefer new or like new machines. Maintenance costs and the potential life of the machine will be considered during our review of submissions.

Question #4

Is there a way to deliver our bid electronically, or should we be sure to have it in the mail well ahead of time?

- Electronic submissions are accepted through DemandStar.
<https://www.demandstar.com/app/buyers/bids/426308/details>