



a world class African city



City of Johannesburg  
Johannesburg Development Agency

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## MEMORANDUM

TO	PROSPECTIVE BIDDERS
FROM	SCM
DATE	16 MAY 2022
SUBJECT	ADDENDUM NO.1 – PRINTER SPECIFICATION OF RFP - PROVISION OF PRINTING SERVICES FOR THE JDA FOR 36 MONTHS

To all Bidder

This serves to provide additional information that was not provided on the initial terms of references under the scope and specification of the printers for pricing purposes where bidders are required to consider this document and is as follows:

## Johannesburg Development Agency -Printer - Specifications

The JDA is a heavy-duty printing environment, hence the need for fast speed printing equipment.

Number of printers	Type	Functionality	System required	Pages /minute	Comment
15	Heavy duty	All in one -multi functional – <ul style="list-style-type: none"> <li>• Print</li> <li>• Scan</li> <li>• Email</li> <li>• fax</li> </ul>	Follow-me printing with unique codes-usage of card scanner	55 pages /minute	Please indicate if the color option can be changed to black and white only where possible

### Building a better city

#### Directors

L Brenner (Chairperson) S Genu Acting (CEO) S Moonsamy (CFO) LB Matshidze N Ntingane S Marota A Dreyer M Malinga W Thwala M PHathutshedzo C Whittle  
R Shirinda (Company Secretary)  
Registration Number: 2001/005101/07

4	Heavy duty	All-in-one-multi functional <ul style="list-style-type: none"> <li>• Print</li> <li>• Scan</li> <li>• Email</li> <li>• fax</li> </ul>	Follow-me printing with unique codes usage of card scanner	47 Pages /minute	Please indicate if the color option can be changed to black and white only where possible
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## System Requirements

The printers need to be accessible via central system , that has capability to ;

- report and diagnose printer errors
- produce monthly reports on pages printed per user multiplied by the cost of each page
- all changing of printer access codes
- preferably use a card system to access printed material

## Accessories

Printer cartridges and staple accessories must be priced per unit e.g price per cartridge, price per box of staples .This must be included as part of the total price transferred to the Offer Page.

(we are not able to determine the quantities upfront as usage may vary).

**Regards**




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**S. Gcobo**  
**JDA - SCM**

