

## MINIMUM SPECIFICATIONS FOR COPIERS

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All copiers must be digital and comply with the following minimum specifications and other requirements without special modifications.

1. The manufacturing status of copiers per definition of Buyers Laboratory, Inc. for purchase shall be new, newly-manufactured or factory-produced new models. The manufacturing status for rental may be new, newly-manufactured, factory produced new model, or remanufactured. Remanufactured equipment shall be acceptable only for Segments 9 and 10 and only for rental.
2. All copiers will be equipped with or supplied with original equipment manufacturer (OEM) recommended surge protectors, appropriate adapters, and will be properly grounded.
3. Copiers must be equipped with non-resettable copy meters. Copiers must be programmed to give separate copy counts for both monochrome and color copies (if applicable).
4. Copiers must be in compliance with all prevailing, statutory safety codes of the Federal, State and Local Governments. Any changes required for the equipment to meet safety compliance, will be furnished and installed by the vendor who furnished the purchased or rented copier at no cost to agency.
5. Copiers must employ the plain-paper electrostatic process and have the ability to effectively utilize 20 LB. xerographic bond paper and a range of other bond paper of various weights and finishes and 20% recycled paper. No copiers can require special or coated paper.
6. Console display must signal the operator of the need of paper, toner, developer/dispersant or of the occurrence of paper jams or misfeeds. Controls must also include exposure adjustments.
7. Equipment prices shall include at least one copy of all instructive materials, including subsequent updates and corrections.
8. Both the number of paper feeds and the total paper capacity, as identified in the item description must be simultaneously available on-line. Also the paper capacity, as identified in the description, must be exclusive of any by-pass feeder.
9. Color copiers must be set up to default to monochrome copies.
10. Color copiers must have the capability to program usage rights for both monochrome and color.