

RFP - Managed Print Copy and Fax Services 2023

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RFP #: 269EMCPS-23-003

BidNet Title and Link

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To access this RFP on BidNet, click here: [269EMCPS-23-003 Managed Print Copy and Fax Services \(MPCFS\)](#)

Status

Cancelled

Overview

The purpose of this Request for Proposal (RFP) is to invite prospective vendors to submit proposals for implementing Managed Print, Copy, and Fax Services (MPCFS). MPCFS is defined as the management of a campus print, copier, and fax services environment, including maintenance, repair, and consumable supplies, plus acquisition/replacement of necessary devices in a manner to optimize efficient document output.

In some circumstances, there may be a need to complete a needs assessment, selective or general replacement of hardware, and the service, parts, and supplies needed to operate the new and/or existing hardware. The successful vendor will also track how printers, fax, copier and where appropriate how multi-functional print and scan and fax (MFP) units are being used, problems experienced, and the level of satisfaction of users.

Edge intends to contract with multiple qualified vendors to provide services to Edge members and participants to accomplish:

- Equipment purchase, Lease, or Rental
- Maintenance, and/or repairs of networked printers, copiers, and fax equipment
- Equipment usage and maintenance monitoring software program, including remote monitoring
- Automated support and supply ordering program
- Maximum response time and minimum machine downtime guarantee
- Flexible buy-out and transition program for existing equipment
- Fleet utilization reporting
- Fleet asset management and replacement program
- Fleet reconfiguration services
- Integrated print management software program

The goal of this RFP is to work with members and participants towards solutions that will minimize cost (both direct and indirect), promote the centralization of print and other devices, develop process efficiencies, and create a sustainable solution that minimizes each campus's footprint as it relates to overall resource consumption.

The strategic goal of this procurement is to provide Members and Participants with streamlined access to Managed Print, Copy, and Fax Services on an Indefinite Delivery and Indefinite Quantity (IDIQ) basis.

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