

Request for Quotation

Supply, Delivery, Installation, Configuration, Testing, Commissioning, Warranty and Maintenance of Leasing Multifunctional Printer for AITI

Reference:	AITI/8/2/MultiFunctionalPrinter
Opening Date:	Friday, 17 March 2026
Closing Date:	Monday, 20 April 2026 before 3.00 p.m. ¹
Email:	procurement@aiti.gov.bn
Information Day:	N/A
Document Fee (non-refundable):	BND5.00

¹ Please adhere strictly to the Closing Date and Time and ensure that both Technical and Commercial Proposals are submitted before 3.00 p.m.

EXECUTIVE SUMMARY

This executive summary contains the high-level scope of work involved in the project.

1. AITI is seeking a qualified Vendor to supply the lease of five (5) brand new units of Multifunction Printers (MFP) for a period of four (4) years.
2. The objective of this leasing initiative is to modernise AITI's printing infrastructure, enhance operational efficiency, ensure compatibility with the existing PaperCut MF 18.3 print management system, and reduce maintenance.
3. The high-level scope of work includes:
 - 3.1. The supply, delivery, and installation of five (5) MFPs that meet AITI's minimum technical specifications and are fully compatible with its existing virtualised PaperCut MF environment;
 - 3.2. Provision of comprehensive maintenance and support services, including consumables, spare parts, and preventive maintenance;
 - 3.3. Seamless integration with PaperCut MF or an equivalent central printer management solution, enabling secure print release, user authentication, and usage tracking;
 - 3.4. Submission of a detailed leasing cost structure, with clear options for lease renewal, early termination, and end-of-lease equipment return or upgrade.

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