

**CITY OF RICHMOND**  
**2870P**  
**PRE-QUALIFICATION OF BIDDERS FOR THE**  
**SUPPLY AND DELIVERY OF HIGH-SPEED BLACK AND WHITE DIGITAL COPIER**

The City of Richmond invites submissions for pre-qualification of vendors for the provision of a high-speed networked black and white digital copier.

The City of Richmond currently utilizes a Canon Image Runner 105, a Canon CLC5000 and an Ikon CPP8050/Konica Minolta in the City's Production Centre. The City wishes to replace the Canon Image Runner 105 on or before October 1, 2006. The City requires equipment capable of supporting the efficient and effective management of printing

The object of this pre-qualification is to provide the City with qualified proponents capable of providing a high-speed black and white digital copier and offer the City an efficient and cost savings solution to their printing requirements.

Vendors having experience with similar installations are invited to respond to this request by submission which includes a corporate profile, company background and references from projects of similar scope and nature, to the Purchasing Section, Information Counter, Main Floor, Richmond City Hall, 6911 No. 3 road, Richmond, B.C. clearly marked **"2870-A – Pre-qualification – Supply and Delivery of High-Speed Digital Copier"** will be received until **4:30 p.m. local time, Monday, July 10, 2006.**

This pre-qualification process is open to only those vendors that are both factory authorized dealers and factory authorized service centres for the equipment proposed. Third party service/maintenance providers will not be considered.

Proposals will be considered from only those vendors that maintain both a permanent sales and service facility in the Vancouver lower mainland.

Submissions will be evaluated at the discretion of the City based upon the information contained in the submissions and a list of up to six (6) eligible vendors will be invited to submit a proposal to carry out this project.

Any questions and responses relating to this Pre-Qualification will be posted on both the City's and the BC Bid website. It is the responsibility of each potential bidder to check the City's website and/or BC Bid, on a regular basis for amendments, addendums or questions relation to specific/active requests.

Any submission not necessarily accepted.