14TH August 2017

## INVITATION TO TENDER — SUPPLY OF HP PRINTERS

### 1.0 INTRODUCTION

The African Reinsurance Corporation (Africa Re) is an International Financial Institution with Headquarters in Lagos (Nigeria). Africa Re has six Regional Offices in Casablanca (Morocco), Nairobi (Kenya), Abidjan (Côte d'Ivoire), Port Louis (Mauritius), Lagos (Nigeria) and Cairo (Egypt); two subsidiaries in Johannesburg (South Africa) and Cairo (Egypt) as well as a Local Office in Addis Ababa (Ethiopia). The Corporation is owned by 41 member States of the African Union (AU), the African Development Bank (AfDB), the International Finance Corporation (IFC), German Investment and Development Corporation (DEG), PROPARCO (subsidiary of the Agence française de développement), IRB-Brasil Re and 109 African insurance and reinsurance companies.

The purpose of this RFP is to solicit proposals from qualified vendors to procure and deliver specified printers.

### 2.0 BACKGROUND

AFRICA RE Lagos office requires reliable and durable printers for its day to day activities. The Corporation has identified select HP models as appropriate to meet its needs.

### 3.0 OBJECTIVES & SCOPE OF WORK

For this project, African Reinsurance Corporation (Africa Re) seeks a Vendor or Service Provider that will procure and deliver specified printers in pristine condition with;

1. full and active international warranty
2. complete accessories and manuals

Bill of Material (BOM) is as indicated in Appendix A.

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## 4.0 PRESENTATION OF TENDER

In order to facilitate the analysis of responses to this RFP, firms are required to prepare their proposals in accordance with the instructions outlined in this section.

Proposals should be prepared as simply as possible and should provide a straightforward, concise description of the firm's capabilities to meet the requirements of the RFP. Emphasis should be laid on accuracy, completeness and clarity of content. All parts, pages, figures and tables should be numbered and clearly labeled. The proposal should be organized into the following major sections:

| Section | Title |
|---------|-------|
| 1.0 | Executive Summary |
| 2.0 | Experience of the contractor |
| 3.0 | Organization and Staffing |
| 4.0 | Cost Quotations |
| 5.0 | Delivery schedule |

### 4.1 Executive summary

This part of the response to the RFP should be limited to a brief narrative highlighting the firm's proposal. The summary should contain as little technical details as possible, and should be oriented towards non-technical personnel. The Executive Summary should not include cost quotations.

### 4.2 Experience of the Contractor

Consultant must provide the following information about their company so that Africa Re can evaluate their stability and ability to support the commitments set forth in response to the RFP. Africa Re may require a firm to provide additional documentation to support and/or clarify requested information.

### 4.3 Organization and Staffing

In this chapter, you should propose the structure and composition of your team. You should list the main disciplines of the assignment, the key expert responsible, and proposed technical and support staff.

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## 4.4   Cost quotations

The firm's cost quotations must be itemized according to the BOM.

## 4.5   Delivery schedule

The consultant or firm must make every effort to ensure delivery of the printers within the stipulated period. Delays are subject to penalty fees.

## QUALIFICATION CRITERIA

❖ Solution Contractor must be a certified HP partner.
❖ Must have capable logistics for purchasing and delivering items

## SELECTION CRITERIA

❖ Responsiveness to the RFP and demonstrated understanding of the project
❖ The experience of the firm
❖ The capability to execute the plan
❖ Project Cost

### CONSULTANT OR FIRM AND OTHER GENERAL REQUIREMENTS

| No. | Requirement | Response |
|-----|-------------|----------|
| a) | How long has the company been in device procurement and delivery? | |
| b) | How long has the company been in business carrying out such a project? | |
| c) | State the number of employees in the company. | |
| d) | State the number of employees that will be devoted to the mission of this project | |
| e) | List of Companies/clients you have carried similar assignments. | |

## CLARIFICATION AND AMENDMENT OF REQUEST FOR PROPOSAL

The Consultant or firm may request for clarification either through e-mail or in person (site visit) only up to **three (3) business days before proposal submission date**. Any e-mail request for clarification must be sent to the Corporation's address indicated below. The Corporation will

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respond by Email to such requests and will send copies of the response (including an explanation of the query but without identifying the source of the inquiry) to all firms which intend to submit proposals.

Contact for clarification:
Email: ict.tender@africa-re.com

### 5.0    PROPOSAL SUBMISSION

The Proposals, which must be triplicate copies sealed in an envelope, must be delivered to the submission address indicated below and received by Africa Re not later than **2:00 PM, 31st August, 2017**. Any proposal received by Africa Re after the submission deadline shall be rejected.

### Submission Address:

Bids should be marked '**Supply of HP Printers**' submitted in triplicates each enclosed and sealed in a separate envelope. The whole pack should be addressed to:

> The Tender Committee,
> African Reinsurance Corporation,
> 1679, Karimu Kotun V/I Lagos Nigeria.

### AFRICA RE RIGHTS RESERVED

AFRICA RE reserves the right, in its sole discretion, to take actions deemed in AFRICA RE's best interest that may include any one or more of the following without thereby incurring any liability to the affected bidder(s) of any obligation to inform the affected bidder(s)

- ❖ Accept or Reject any or all proposals in whole or in part, at any time prior to award of Contract
- ❖ Waive any minor irregularities or informalities in a proposal
- ❖ Vary any timetable or schedule
- ❖ Suspend or modify the RFP process
- ❖ Negotiate the details of a proposal prior to contracting

**African Reinsurance Corporation**
**Société Africaine de Réassurance**

## OWNERSHIP AND RETURN OF PROPOSAL

All materials submitted in response to this RFP shall become the property of AFRICA RE and shall not be returned to the respondent.

Yours Sincerely

Aly Seydi

Director, Information and Communication Technology

Appendix A:

## BILL OF MATERIAL

| S/N | ITEM | QUANTITY |
|-----|------|----------|
| 1 | HP LaserJet Enterprise M506dn | 12 |
| 2 | HP LaserJet Enterprise M506x | 7 |
| 3 | HP LaserJet Pro MFP M521dn | 1 |
| 4 | HP OfficeJet Pro 8740 All-in-One Printer | 7 |

SEE SPECIFICATIONS BELOW

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## 1. HP LASERJET ENTERPRISE M506DN

| | |
|---|---|
| Functions | Print |
| First page out (ready) black | As fast as 5.9 sec; As fast as 11.3 sec (100 V) |
| Resolution (black) | Up to 1200 x 1200 dpi |
| Resolution technology | 300 dpi, 600 dpi, HP FastRes 1200, HP ProRes 1200 |
| Monthly duty cycle | Up to 150,000 pages [7] |
| Recommended monthly page volume | 2000 to 7500 [8] |
| Print Technology | Laser |
| Display | 4-line LCD (color graphics) |
| Processor speed | 1.2 GHz |
| Number of print cartridges | 1 (black) |
| Replacement cartridges | HP 87A Black Original LaserJet Toner Cartridge (~9000 pages) CF287A, HP 87X Black Original LaserJet Toner Cartridge (~18,000 pages) CF287X [5] |
| Print languages | HP PCL 6, HP PCL 5 (HP PCL 5 driver available from the Web only), HP postscript level 3 emulation, native PDF printing (v 1.7) |
| Automatic paper sensor | No |
| Paper trays, standard | 2 |
| Paper trays, maximum | 5 |
| Mobile Printing Capability | HP ePrint; Apple AirPrint™; Mopria™-certified |
| Connectivity, standard | Hi-Speed USB 2.0 port; built-in Fast Ethernet 10Base-T/100Base-Tx, Gigabit Ethernet 1000Base-T |
| Connectivity, optional | HP Jetdirect 3000w NFC/Wireless Accessory J8030A, HP Jetdirect 2900nw Print Server J8031A |

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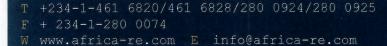| | |
|---|---|
| Network ready | Standard (built-in Gigabit Ethernet) |
| Ports | 1 Hi-Speed USB 2.0 device port; 2 Hi-Speed USB 2.0 host ports ; built-in Fast Ethernet 10Base-T/100Base-Tx, Gigabit ethernet 1000Base-T |
| Security management | Management security: SNMPv3, SSL/TLS, WPA2-Enterprise, 802.1X authentication (EAP- PEAP, EAP-TLS), IPP over TLS, IPsec/Firewall with Certificate, Pre-Shared Key Authentication, and Kerberos Authentication; Support for WJA-10 IPsec Configuration using IPsec Plug-in |
| Minimum system requirements | Mac OS X 10.8 Mountain Lion, OS X 10.9 Mavericks, OS X 10.10 Yosemite; Internet; USB; 1 GB available hard disk; OS compatible hardware (For OS hardware requirements see http://www.apple.com) Windows XP SP3 all 32-bit editions (XP Home, XP Pro, etc), Windows Vista all 32-bit editions (Home Basic, Premium, Professional, etc), Windows 7 all 32- & 64-bit editions, Windows 8/8.1 all 32- & 64-bit editions (excluding RT OS for Tablets), Windows 10 all 32- & 64-bit editions (excluding RT OS for Tablets); CD-ROM or DVD drive, or Internet connection; Dedicated USB or network connection or Wireless connection; 200 MB available hard disk space; OS compatible hardware (For OS hardware requirements see http://www.microsoft.com) |
| Compatible operating systems | Windows OS compatible with In-Box Driver: Windows XP SP3 all 32-bit editions (XP Home, XP Pro, etc), Windows Vista all 32-bit editions (Home Basic, Premium, Professional, etc), Windows 7 all 32- & 64-bit editions, Windows 8/8.1 all 32- & 64-bit editions (excluding RT OS for Tablets), Windows 10 all 32- & 64-bit editions (excluding RT OS for Tablets); Windows OS compatible with Universal Print Driver (From HP.com): Windows XP SP3 32- & 64-bit editions (XP Home, XP Pro, etc), Windows Vista all 32- & 64-bit editions (Home Basic, Premium, Professional, etc), Windows 7 all 32- & 64-bit editions, Windows 8/8.1 all 32- & 64-bit editions (excluding RT OS for Tablets), Windows 10 all 32- & 64-bit editions (excluding RT OS for Tablets); Mac OS (HP Print Drivers available from http://www.hp.com and Apple Store): OS X 10.8 Mountain Lion, OS X 10.9 Mavericks, OS X 10.10 Yosemite; Mobile OS (In-OS drivers): iOS, Android, Windows 8/8.1/10 RT; Linux OS (In-OS HPLIP): SUSE Linux (12.2, 12.3, 13.1), Fedora (17, 18, 19, 20), Linux Mint (13, 14, 15, 16, 17), Boss (3.0, 5.0), Ubuntu (10.04, 11.10, 12.04, 12.10, 13.04, 13.10, 14.04, 14.10), Debian (6.0.x, 7.x); Other OS: UNIX [11] |
| Memory, standard | 512 MB |
| Memory, maximum | 1.5 GB |

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| | |
|---|---|
| Printer management | Printer Management; Printer Administrator Resource Kit (Driver Configuration Utility, Driver Deployment Utility, Managed Printing Administrator); HP Web JetAdmin Software; HP Proxy Agent Software; HP JetAdvantage Security Manager. |
| Supported network protocols | IPv4/IPv6: Apple Bonjour Compatible (Mac OS 10.2.4 or higher), SNMPv1/v2c/v3, HTTP, HTTPS, FTP, TFTP, Port 9100, LPD, WS Discovery, IPP, Secure-IPP, IPsec/Firewall; IPv6: DHCPv6, MLDv1, ICMPv6; IPv4: Auto-IP, SLP, Telnet, IGMPv2, BOOTP/DHCP, WINS, IP Direct Mode, WS Print; Other: NetWare NDS, Bindery, NDPS, ePrint; Google Cloud Print 2.0 |
| Hard disk | Optional, 500 GB minimum encrypted hard disk drive |
| Paper handling input, standard | 100-sheet multipurpose Tray 1, 550-sheet input Tray 2, automatic duplex printing |
| Paper handling output, standard | 250-sheet output bin |
| Duplex printing | Automatic (standard) |
| Finished output handling | Sheetfed |
| Media sizes supported | Tray 1: A4, A5, A6, B5, 16k, 10 x 15 cm, post cards (JIS single and double), envelopes (DL, C5, C6, B5); Tray 2: A4, A5, B5, 16k, double postcard; Optional trays 3+: A4, B5, 16k, double postcard; Optional Automatic Duplexer: A4 |
| Media sizes, custom | Tray 1: 3 x 5 to 8.5 x 14 in; 550-sheet input Tray 2: 4.1 x 5.8 to 8.5 x 14 in; optional 550-sheet input Tray 3+: 4.1 x 5.8 to 8.5 x 14 in |
| Media types | Paper (bond, color, letterhead, plain, preprinted, prepunched, recycled, rough); envelopes; labels; cardstock; transparencies; user-defined |
| Supported media weight | Tray 1: 16 to 53 lb; tray 2+: 16 to 32 lb |
| Media weights by paper path | Tray 1: 60 to 200 g/m²; Tray 2+: 60 to 120 g/m² |
| Power | Input voltage: 100 to 127 VAC, 60 Hz; Input voltage: 200 to 240 VAC, 50 Hz (Not dual voltage, power supply varies by part number with #option code identifier) |
| Print speed, black (normal) | Up to 45 ppm |

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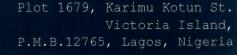| | |
|---|---|
| Power consumption | 741.98 watts (Active Printing), 13.72 watts (Ready), 2.51 watts (Sleep), 0.08 watts (Auto-Off), 0.08 watts (Off) [2] |
| Energy efficiency | ENERGY STAR® certified; Blue Angel; CECP; EPEAT® |
| Operating temperature range | 59 to 90.5°F |
| Operating humidity range | 30 to 70% RH |
| Dimensions (W X D X H) | 16.46 x 14.80 x 11.73 in |
| Dimensions Maximum (W X D X H) | 16.46 x 25.16 x 11.73 in |
| Weight | 25.9 lb |
| Package weight | 32.1 lb |
| What's in the box | HP LaserJet M506 Printer; Introductory HP Black LaserJet Toner Cartridge (~6000 pages); CDs containing software and electronic documentation; Warranty Guides; HIGS; Erratas |
| Cable included | No, please purchase USB cable separately; Yes, 1 USB (Asia Pacific only) |
| Warranty | NA/EMEA: One-year, next-business day, onsite warranty. Warranty and support options vary by product, country and local legal requirements. Go to hp.com/support to learn about HP award winning service and support options in your region; AP: One year return to bench |
| Post warranty | Please consult web site http://www.hp.com/support |
| Software included | For Windows OS: HP Software Installer/Uninstaller, HP PCL 6 Printer Driver, HP Device Experience (DXP), HP Update, Product Registration Assist, HP Web Services Assist (HP Connected), Online user manuals; For Mac OS: Welcome Screen (Directs users to http://www.HP.com or OS App Source for LaserJet Software) |
| FCC | FCC Class A emissions - for use in commercial environments, not residential environments |

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## 2. HP LASERJET ENTERPRISE 506X

| | |
|---|---|
| Functions | Print |
| First page out (ready) black | As fast as 5.9 sec; As fast as 11.3 sec (100 V) |
| Resolution (black) | Up to 1200 x 1200 dpi |
| Resolution technology | 300 dpi, 600 dpi, HP FastRes 1200, HP ProRes 1200 |
| Monthly duty cycle | Up to 150,000 pages [7] |
| Recommended monthly page volume | 2000 to 7500 [8] |
| Print Technology | Laser |
| Display | 4.3-in color touchscreen |
| Processor speed | 1.2 GHz |
| Number of print cartridges | 1 (black) |
| Replacement cartridges | HP 87A Black Original LaserJet Toner Cartridge (~9000 pages) CF287A, HP 87X Black Original LaserJet Toner Cartridge (~18,000 pages) CF287X [5] |
| Print languages | HP PCL 6, HP PCL 5 (HP PCL 5 driver available from the Web only), HP postscript level 3 emulation, native PDF printing (v 1.7) |
| Automatic paper sensor | No |
| Paper trays, standard | 3 |
| Paper trays, maximum | 5 |
| Mobile Printing Capability | HP ePrint; Apple AirPrint™; Mopria™-certified; NFC Touch-to-print; Wireless Direct Printing |
| Connectivity, standard | Hi-Speed USB 2.0 port; built-in Fast Ethernet 10Base-T/100Base-Tx, Gigabit Ethernet 1000Base-T |
| Connectivity, optional | HP Jetdirect 3000w NFC/Wireless Accessory J8030A, HP Jetdirect 2900nw Print Server J8031A |

| | |
|---|---|
| Network ready | Standard (built-in Gigabit Ethernet) |
| Ports | 1 Hi-Speed USB 2.0 device port; 2 Hi-Speed USB 2.0 host ports ; built-in Fast Ethernet 10Base-T/100Base-Tx, Gigabit ethernet 1000Base-T;1 Wireless 802.11 b/g/n; 1 NFC |
| Security management | Management security: SNMPv3, SSL/TLS, WPA2-Enterprise, 802.1X authentication (EAP- PEAP, EAP-TLS), IPP over TLS, IPsec/Firewall with Certificate, Pre-Shared Key Authentication, and Kerberos Authentication; Support for WJA-10 IPsec Configuration using IPsec Plug-in |
| Minimum system requirements | Mac OS X 10.8 Mountain Lion, OS X 10.9 Mavericks, OS X 10.10 Yosemite; Internet; USB; 1 GB available hard disk; OS compatible hardware (For OS hardware requirements see http://www.apple.com) Windows XP SP3 all 32-bit editions (XP Home, XP Pro, etc), Windows Vista all 32-bit editions (Home Basic, Premium, Professional, etc), Windows 7 all 32- & 64-bit editions, Windows 8/8.1 all 32- & 64-bit editions (excluding RT OS for Tablets), Windows 10 all 32- & 64-bit editions (excluding RT OS for Tablets); CD-ROM or DVD drive, or Internet connection; Dedicated USB or network connection or Wireless connection; 200 MB available hard disk space; OS compatible hardware (For OS hardware requirements see http://www.microsoft.com) |
| Compatible operating systems | Windows OS compatible with In-Box Driver: Windows XP SP3 all 32-bit editions (XP Home, XP Pro, etc), Windows Vista all 32-bit editions (Home Basic, Premium, Professional, etc), Windows 7 all 32- & 64-bit editions, Windows 8/8.1 all 32- & 64-bit editions (excluding RT OS for Tablets), Windows 10 all 32- & 64-bit editions (excluding RT OS for Tablets); Windows OS compatible with Universal Print Driver (From HP.com): Windows XP SP3 32- & 64-bit editions (XP Home, XP Pro, etc), Windows Vista all 32- & 64-bit editions (Home Basic, Premium, Professional, etc), Windows 7 all 32- & 64-bit editions, Windows 8/8.1 all 32- & 64-bit editions (excluding RT OS for Tablets), Windows 10 all 32- & 64-bit editions (excluding RT OS for Tablets); Mac OS (HP Print Drivers available from http://www.hp.com and Apple Store): OS X 10.8 Mountain Lion, OS X 10.9 Mavericks, OS X 10.10 Yosemite; Mobile OS (In-OS drivers): iOS, Android, Windows 8/8.1/10 RT; Linux OS (In-OS HPLIP): SUSE Linux (12.2, 12.3, 13.1), Fedora (17, 18, 19, 20), Linux Mint (13, 14, 15, 16, 17), Boss (3.0, 5.0), Ubuntu (10.04, 11.10, 12.04, 12.10, 13.04, 13.10, 14.04, 14.10), Debian (6.0.x, 7.x); Other OS: UNIX [11] |
| Memory, standard | 512 MB |
| Memory, maximum | 1.5 GB |

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**Société Africaine de Réassurance**

| | |
|---|---|
| Printer management | Printer Management; Printer Administrator Resource Kit (Driver Configuration Utility, Driver Deployment Utility, Managed Printing Administrator); HP Web JetAdmin Software; HP Proxy Agent Software; HP JetAdvantage Security Manager. |
| Supported network protocols | IPv4/IPv6: Apple Bonjour Compatible (Mac OS 10.2.4 or higher), SNMPv1/v2c/v3, HTTP, HTTPS, FTP, TFTP, Port 9100, LPD, WS Discovery, IPP, Secure-IPP, IPsec/Firewall; IPv6: DHCPv6, MLDv1, ICMPv6; IPv4: Auto-IP, SLP, Telnet, IGMPv2, BOOTP/DHCP, WINS, IP Direct Mode, WS Print; Other: NetWare NDS, Bindery, NDPS, ePrint; Google Cloud Print 2.0 |
| Hard disk | Optional, 500 GB minimum encrypted hard disk drive |
| Paper handling input, standard | 100-sheet multipurpose Tray 1, 550-sheet input Trays 2 and 3, automatic duplex printing |
| Paper handling output, standard | 250-sheet output bin |
| Duplex printing | Automatic (standard) |
| Finished output handling | Sheetfed |
| Media sizes supported | Tray 1: A4, A5, A6, B5, 16k, 10 x 15 cm, post cards (JIS single and double), envelopes (DL, C5, C6, B5); Tray 2: A4, A5, B5, 16k, double postcard; Optional trays 3+: A4, B5, 16k, double postcard; Optional Automatic Duplexer: A4 |
| Media sizes, custom | Tray 1: 3 x 5 to 8.5 x 14 in; 550-sheet input Tray 2: 4.1 x 5.8 to 8.5 x 14 in; optional 550-sheet input Tray 3+: 4.1 x 5.8 to 8.5 x 14 in |
| Media types | Paper (bond, color, letterhead, plain, preprinted, prepunched, recycled, rough); envelopes; labels; cardstock; transparencies; user-defined |
| Supported media weight | Tray 1: 16 to 53 lb; tray 2+: 16 to 32 lb |
| Media weights by paper path | Tray 1: 60 to 200 g/m²; Tray 2+: 60 to 120 g/m² |
| Power | Input voltage: 100 to 127 VAC, 60 Hz; Input voltage: 200 to 240 VAC, 50 Hz (Not dual voltage, power supply varies by part number with #option code identifier) |
| Print speed, black (normal) | Up to 45 ppm |
| Power consumption | 741.98 watts (Active Printing), 13.72 watts (Ready), 2.51 watts (Sleep), 0.08 watts (Auto-Off), 0.08 watts (Off) [2] |
| Energy efficiency | ENERGY STAR® certified; Blue Angel; CECP; EPEAT® |
| Operating temperature range | 59 to 90.5°F |
| Operating humidity range | 30 to 70% RH |
| Dimensions (W X D X H) | 16.46 x 14.80 x 18.94 in |
| Dimensions Maximum (W X D X H) | 16.46 x 25.16 x 18.94 in |
| Weight | 34.9 lb |
| Package weight | 48.8 lb |

| | |
|---|---|
| What's in the box | HP LaserJet M506 Printer; Introductory HP Black LaserJet Toner Cartridge (~6000 pages); CDs containing software and electronic documentation; Warranty Guides; HIGS; Erratas; 550-sheet Paper Tray |
| Cable included | No, please purchase USB cable separately; Yes, 1 USB (Asia Pacific only) |
| Warranty | NA/EMEA: One-year, next-business day, onsite warranty. Warranty and support options vary by product, country and local legal requirements. Go to hp.com/support to learn about HP award winning service and support options in your region; AP: One year return to bench |
| Post warranty | Please consult web site http://www.hp.com/support |
| Software included | For Windows OS: HP Software Installer/Uninstaller, HP PCL 6 Printer Driver HP Device Experience (DXP), HP Update, Product Registration Assist, HP Web Services Assist (HP Connected), Online user manuals; For Mac OS: Welcome Screen (Directs users to http://www.HP.com or OS App Source for LaserJet Software) |
| FCC | FCC Class A emissions - for use in commercial environments, not residential environments |

## 3. HP LASERJET PRO MFP 521DN

| | |
|---|---|
| Functions | Print, copy, scan, fax |
| Printer page yield | Approximate average yield based on ISO/IEC 19752. Actual yield varies considerably based on printer platform, content of printed pages and other factors. For details see http://www.hp.com/go/learnaboutsupplies |
| First page out (ready) black | As fast as 8.0 sec |
| Resolution (black) | Up to 1200 x 1200 dpi |
| Resolution technology | HP FastRes 1200 (600 x 600 dpi), HP ProRes 1200 (1200 x 1200 dpi), 600 x 600 dpi |
| Monthly duty cycle | 75000 Duty cycle is defined as the maximum number of pages per month of imaged output. This value provides a comparison of product robustness in relation to other HP LaserJet or HP Color LaserJet devices, and enables appropriate deployment of printers and MFPs to satisfy the demands of connected individuals or groups. |

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| | |
|---|---|
| Recommended monthly page volume | 2000 to 6000 |
| Print Technology | Laser |
| Display | 3.5" (8.89 cm) touchscreen, LCD (color graphics) |
| Number of print cartridges | 1 (black) |
| Replacement cartridges | HP LaserJet Black Cartridge CE255A (~6000 pages based on ISO/IEC 19752); HP LaserJet Black Cartridge CE255X (~12,500 pages based on ISO/IEC 19752) [3] |
| Print languages | HP PCL 6, HP PCL 5, HP postscript level 3 emulation, PCLm |
| Automatic paper sensor | No |
| Paper trays, standard | 2 |
| Paper trays, maximum | 3 |
| Mobile Printing Capability | HP ePrint; Apple AirPrint™; Mopria™-certified; Mobile Apps |
| Connectivity, standard | 1 Hi-Speed USB 2.0 Device; 1 Hi-Speed USB 2.0 Host; 1 Gigabit Ethernet 10/100/1000Base-TX; 1 Telecom; 1 Phone |
| Connectivity, optional | HP Jetdirect ew2500 802.11b/g Wireless Print Server J8021A; HP Jetdirect 2700w USB Wireless Print Server J8026A |
| Network ready | Standard (built-in Gigabit Ethernet) |
| Ports | 1 Hi-Speed USB 2.0 Device; 1 Hi-Speed USB 2.0 Host; 1 Gigabit Ethernet 10/100/1000Base-TX; 1 Telecom; 1 Phone |
| Security management | Embedded Web Server: password-protection, secure browsing via SSL/TLS; Network: enable/disable network ports and features, SNMPv1 community password change, SNMPv3, 802.1x, Firewall, Access Control List; HP ePrint: HTTPS with certificate validation, HTTP Basic Access authentication, SASL authentication |
| Minimum system requirements | Mac OSX v 10.6; PowerPC G4, G5, or Intel® Core™ Processor; 500 MB hard disk; CD-ROM/DVD-ROM or Internet; USB or Network port |

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| | |
|---|---|
| Compatible operating systems | Full software installs supported on: Windows 10 32-bit and 64-bit, Windows 8 32-bit and 64-bit, Windows 7 32-bit and 64-bit, Windows Vista 32-bit and 64-bit, Windows XP 32-bit (SP2 or higher); Driver only installs supported on: Windows 2012; Windows Server 2008 32-bit and 64-bit, Windows Server 2003 32-bit (SP3 or higher); Mac OS X v 10.6.8 and later; Linpus Linux (9.4, 9.5), Red Hat Enterprise Linux 5.0 (supported with a pre-built package); SUSE Linux (10.3, 11.0, 11, 11.1, 11.2), Fedora (9, 9.0, 10, 10.0, 11.0, 11, 12, 12.0), Ubuntu (8.04, 8.04.1, 8.04.2, 8.10, 9.04, 9.10, 10.04), Debian (5.0, 5.0.1, 5.0.2, 5.0.3) (supported by the automatic installer); HPUX 11 and Solaris 8/9 |
| Memory, standard | 256 MB |
| Memory, maximum | 256 MB |
| Printer management | Windows: HP Device Toolbox, Status Alerts (default install), SNP Alerts (minimum network install), HP Web Jetadmin (download); Mac: HP Utility |
| Print speed, color (draft) | Measured using ISO/IEC 24734, excludes first set of test documents. For more information see hp.com/go/printerclaims. Exact speed varies depending on the system configuration, software application, driver, and document complexity. |
| Supported network protocols | Via built-in networking solution: TCP/IP, IPv4, IPv6; Print: TCP-IP port 9100 Direct Mode, LPD (raw queue support only), Web Services Printing, IPP Print, FTP Print; Discovery: SLP, Bonjour, Web Services Discovery; IP Config: IPv4 (BootP, DHCP, AutoIP, Manual), IPv6 (Stateless), SNMPV1/V2/V3; Security: SSL Security and certificate management, 802.1x |
| Hard disk | None |
| Paper handling input, standard | 100-sheet multipurpose tray, 500-sheet input tray 2, 50-sheet Automatic Document Feeder (ADF) |
| Paper handling output, standard | 250-sheet output bin, 100-sheet rear output bin |
| Duplex printing | Automatic (standard) |
| Envelope input capacity | Up to 10 envelopes |
| Finished output handling | Sheetfed |

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|---|---|
| Media sizes supported | A4, RA4, Oficio 216 x 343 mm, Oficio 216 x 347 mm, 10 x 15 cm, B5(JIS), B6(JIS), Postcard(JIS), Double Postcard(JIS), A5, A6, 16K 195 x 270 mm, 16K 184 x 260 mm, 16K 197 x 273 mm |
| Media sizes, custom | Tray 1: 3 x 5 to 8.5 x 14 in; tray 2, optional 500-sheet tray (3): 4.1 x 5.8 to 8.5 x 14 in |
| Media types | Paper (bond, color, letterhead, plain, preprinted, prepunched, recycled, rough); envelopes, labels, cardstock, transparencies, user-defined |
| Supported media weight | Tray 1: 14 to 53 lb; Tray 2, 3: 14 to 32 lb |
| Media weights by paper path | Tray 1: 52 to 199 g/m²; Tray 2, 3: 52 to 120 g/m² |
| Power | Input voltage: 110 to 127 VAC (+/- 10%), 50/60Hz (+/- 3 Hz) and 220V-240 VAC (+/- 10%), 50/60Hz (+/- 3 Hz) |
| Print speed, black (normal) | Up to 42 ppm |
| Power consumption | 760 watts (Printing), 520 watts (Copying from ADF), 18.2 watts (Ready), 4.3 watts (Sleep), 0.3 watts (Off) |
| Warranty | One-year limited hardware warranty; For more info please visit us at http://support.hp.com |
| Software included | Windows: HP Installer/Uninstaller, HP PCL 6 print driver, HP WIA Scan Driver, HP TWAIN Scan Driver, HP Scan, HP Fax Setup Wizard, HP Send Fax, HP Fax Print Driver, Status Alerts, HP Update, DXP; Mac: HP Installer/Uninstaller, HP Postscript driver, HP Scan, HP Setup Assistant, HP Fax Print Driver, HP Utility, HP Alerts, HP Firmware Updater |
| FCC | FCC Class A emissions - for use in commercial environments, not residential environments |
| Energy efficiency | ENERGY STAR® qualified; EPEAT ® Silver |
| Operating temperature range | 50 to 90.5°F |
| Operating humidity range | 30 to 70% RH |
| Dimensions (W X D X H) | 18.3 x 18.3 x 20 in |
| Dimensions Maximum (W X D X H) | 18.3 x 35.4 x 29.5 in |
| Weight | 52.7 lb |
| Package weight | 65.05 lb |
| What's in the box | HP LaserJet Pro MFP M521dn; HP LaserJet Black cartridge (~6000 pages); Printer documentation and software on CDs (Windows/Mac OS installation CD); Installation guide; Support flyer; warranty card; Power cord; Fax Cable |
| Cable included | Yes, 1 USB (AP & Brazil only); No, please purchase USB cable separately (EMEA, Americas except Brazil) |

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## 4. HP OFFICEJET PRO 8740 ALL-IN-ONE

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| Functions | Print, copy, scan, fax |
| Copies, maximum | Up to 99 copies |
| Faxing | Yes, color |
| Fax transmission speed | 4 sec per page |
| Fax memory | Up to 100 pages |
| Broadcast locations | 20 |
| Power | Input voltage: 100 to 240 VAC (+/- 10%), 50/60 Hz |
| Power consumption | 35 watts maximum, 0.14 watts (Manual-Off), 7.20 watts (Standby), 1.30 watts (Sleep)<br>Power measurements are based on ENERGY STAR® OM test procedure with 230 VAC, 50 Hz input. |
| Energy efficiency | ENERGY STAR® qualified |
| Operating temperature range | 41 to 104ºF |
| Operating humidity range | 25 to 75% RH |
| Dimensions (W X D X H) | 19.7 x 17.3 x 16.2 in (desktop footprint); 19.7 x 20.9 x 16.2 in (duplexer built-in, output tray no need to extend) |
| Dimensions Maximum (W X D X H) | 19.7 x 17.3 x 16.2 in (desktop footprint); 19.7 x 20.9 x 16.2 in (duplexer built-in, output tray no need to extend) |
| Weight | 40.61 lb |
| Package weight | 50.6 lb |
| What's in the box | HP OfficeJet Pro 8740 All-in-one Printer; HP 952 Setup Black Instant Ink Ready Cartridge (~1000 pages); HP 952 Setup Cyan Instant Ink Ready Cartridge; HP 952 Setup Magenta Instant Ink Ready Cartridge; HP 952 Setup Yellow Instant Ink Ready Cartridge (CMY composite ~625 pages); 250-sheet Paper Tray; Power cord; Phone cord; Setup poster. |

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|---|---|
| Warranty | One-year limited hardware warranty; For more info please visit us at http://support.hp.com |
| Software included | HP Dropbox, HP Google Drive, Microsoft DotNet |
| First page out (ready) black | As fast as 10 sec |
| First page out (ready) color | As fast as 11 sec |
| Resolution (black) | Up to 1200 x 1200 optimized dpi on plain paper from 600 x 600 input dpi |
| Resolution (color) | Up to 2400 x 1200 optimized dpi on HP Advance Photo Paper 600 x 600 dpi input |
| Resolution technology | HP Thermal Inkjet |
| Monthly duty cycle | Up to 30,000 pages |
| Print speed, black (ISO, laser comparable) | Up to 24 ppm |
| Recommended monthly page volume | 250 to 2000 |
| Print Technology | HP Thermal Inkjet |
| Display | 4.3" CGD touchscreen |
| Processor speed | 1.2 Ghz |
| Number of print cartridges | 4 (1 each black, cyan, magenta, yellow) |
| Replacement cartridges | HP 952 Black OfficeJet Ink Cartridge (~1000 pages); HP 952 Cyan OfficeJet Ink Cartridge; HP 952 Magenta OfficeJet Ink Cartridge; HP 952 Yellow OfficeJet Ink Cartridge: composite yield (~700 pages); HP 952XL Black OfficeJet Ink Cartridge (~2000 pages); HP 952XL Cyan OfficeJet Ink Cartridge; HP 952XL Magenta OfficeJet Ink Cartridge; HP 952XL Yellow OfficeJet Ink Cartridge: composite yield (~1600 pages); HP 956XL Black OfficeJet Ink Cartridge (~3000 pages) |
| Compatible ink types | Pigment-based (black and color) |

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|---|---|
| Print languages | HP PCLXL (PCL6), PCL5, native PDF, HP Postscript Level 3 emulation |
| Automatic paper sensor | Yes |
| Print speed, color (ISO, laser comparable) | Up to 20 ppm |
| Paper trays, standard | 2 |
| Paper trays, maximum | Up to 2 |
| Mobile Printing Capability | HP ePrint; Apple AirPrint™; Mopria™-certified; Wireless Direct Printing |
| Connectivity, standard | 1 USB 2.0; 1 Host USB; 1 Ethernet; 1 Wireless 802.11b/g/n; 2 RJ-11 modem ports |
| Connectivity, optional | Support the following external Jetdirect servers; Print only: HP Jetdirect en1700 External Print Server (J7988G), HP Jetdirect en3700 Fast-Ethern External Print Server for Network Capable Hi-Speed USB 2.0 Peripherals (J7942G), HP Jetdirect ew2400 802.11b/g wireless and Fast Ethernet external print server (USB 2.0, 10/100Base-TX, 802.11b/g) (J7951G), HP Jetdirect ew2500 802.11b/g Wireless Print Server (J8021A); Other supported accessories: Apple AirPort Express, Apple AirPort Extreme, Apple Airport Time Capsule |
| Ports | 1 Host USB; 1 USB 2.0; 1 Ethernet; 1 WiFi 802.11b/g/n; 2 RJ-11 modem ports |
| Security management | SSL/TLS (HTTPS), LDAP authentication; optional HP and 3rd party authentication solutions (e.g. badge readers) IPP over TLS; WPA2-Enterprise wired; 802.1x wireless authentication (EAP-TLS, LEAP, and PEAP); Pre-Shared Key Authentication for Wireless (PSK); firewall, certificates configuration; Control panel lock; Password protect EWS; Unused protocol and service disablement; Syslog; Signed firmware; Administrator settings; native authentication and authorization access control, native color access control; configurable authentication time out; UPD PIN printing; Mopy mode via UPD PIN printing; compatible with optional HP JetAdvantage Security Manager; Secure Boot, FW Integrity |

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|---|---|
| Memory, standard | 512 MB |
| Memory, maximum | 512 MB |
| Printer management | HP Web Jetadmin; Embedded Web Server; HP UPD Printer Administrator Resource Kit; HP Utility (Mac), HP JetAdvantage Security Manager optional |
| Print speed, color (draft) | Up to 36 ppm |
| Supported network protocols | Supported Network Protocols configurations (IPv4, IPv6); ARP; BOOTP; SMTP client; LLMNR; Bonjour; LP/ APIPA (Auto IP); NetBIOS/WINS; LPR/LPD;Custom Raw Port/Port9100; DNS Resolver; mDNS; SNMPv1/v3; Web Services Discovery; Web Services Print;DHCP options: 81/RFC4702 /RFC4704, 12-Hostname; 44; Syslog; Firewall; SSL/TLS (HTTPs); Password-protected network Embedded Web server; Enable/disable network ports & device features, 802.1x wireless authentication (EAP-TLS, LEAP, and PEAP) & 802.1 Wired |
| Paper handling input, standard | 250-sheet input-tray |
| Paper handling output, standard | 150-sheet output tray |
| Print speed, black (draft) | Up to 36 ppm |
| Minimum system requirements | Apple® OS X v10.11 El Capitan, OS X v10.10 Yosemite, OS X v10.9 Mavericks; 1 GB HD; Internet required; USB Windows 10, 8.1, 8, 7: 32-bit or 64-bit, 2 GB available hard disk space, ( ROM/DVD drive or Internet connection, USB port, Internet Explorer. Windows Vista: (32-bit only), 2 GB available hard disk space, CD-ROM/D drive or Internet connection, USB port, Internet Explorer 8. Windows XP SP3 or higher (32-bit only): any Intel Pentium II, Celeron or 233 MHz compatible processor, 850 MB available hard disk space, CD-ROM/DVD drive or Internet connection, USB port, Internet Explorer 8. Apple OS X v10.11 El Capitan, OS X v10.10 Yosemite, OS X v10.9 Mavericks; 1 GB H Internet required; USB Linux (For more information, see http://hplipopensource.com/hplip-web/index.html) |
| Compatible operating systems | Windows 10, 8.1, 8, 7: 32-bit or 64-bit, 2 GB available hard disk space, ( ROM/DVD drive or Internet connection, USB port, Internet Explorer. Windows Vista: (32-bit only), 2 GB available hard disk space, CD-ROM/D drive or Internet connection, USB port, Internet Explorer 8. Windows XP SP3 or higher (32-bit only): any Intel Pentium II, Celeron or 233 MHz compatible processor, 850 MB available hard disk space, CD-ROM/DVD drive or Internet connection, USB port, Internet Explorer 8. Apple OS X |

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| Duplex printing | Automatic (standard) |
| Envelope input capacity | Up to 30 |
| Borderless printing | Yes, Edge to Edge for A4 and Edge to Edge for Letter size |
| Media sizes, custom | Tray 1: 3 x 5 in to 8.5 x 14 in |
| Media types | Plain; HP EcoFFICIENT; HP Premium Presentation Matte 120g; HP Tri-fold Brochure Glossy 180g; HP Brochure Matte 180g; HP Brochure Glossy 180g; HP Advanced Photo Papers; Light 60-74g; Intermediate 85-95g; Cardstock; Thick Plain Paper; Letterhead |
| Scanner type | Flatbed, ADF |
| Print speed, black (normal) | Up to 24 ppm |
| Scan file format | Scan File Type supported by Software: Bitmap (.bmp), JPEG (.jpg), PDF (.pdf), PNG (.png), Rich Text (.rtf), Searchable PDF (.pdf), Text (.txt), TIFF (.tif) |
| Scan resolution, hardware | Up to 1200 x 1200 dpi |
| Scan resolution, optical | Up to 1200 dpi |
| Scan size (flatbed), maximum | 8.5 x 14 in |
| Scan size (ADF), maximum | 8.5 x 14 in |
| Print speed, color (normal) | Up to 20 ppm |
| ADF Capacity | 50-sheet |
| Digital sending features | Scan-to E-mail; Fax Archive to E-mail |
| Copy speed black (draft) | Up to 36 cpm |
| Copy speed color (draft) | Up to 36 cpm |
| Copy resolution (black text) | Up to 600 dpi |
| Copy resolution (colour text and graphics) | Up to 600 dpi |
| Copy reduce / enlarge settings | 25 to 400% |

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