

Piraeus, 11.03.2024

## INVITATION FOR SUBMITTING OFFERS

Piraeus Port Authority S.A. is interested in proceeding with the procurement of two (2) color multifunction printers A3, in accordance with the attached terms and requirements, of budget 11.000,00 euros.

Award criterion shall be the **total lowest price**, provided that all relevant requested terms and conditions are met.

Interested parties are invited to submit their offer (alternative/second offers are excluded) until **Friday, 22<sup>nd</sup> of March 2024 at 15:00**, by email to the following email address: [offersubmission@olp.gr](mailto:offersubmission@olp.gr).

Offer submission will be completely electronically through email as follows:

1. Each offer should consist of two (2) individual folders: **a.** the technical offer including any participating documentation needed according to tender terms and **b.** the financial offer which should be protected with separate/different passwords. The passwords will be sent to PPA separately at each evaluation stage of the tender to a specific e-mail which will be notified by the PPA to all participants.

The offers' files **only** (not the passwords) should be sent directly to Procurement Department by the candidates at the following e-mail: [offersubmission@olp.gr](mailto:offersubmission@olp.gr). before the tender's expiry deadline with the indication: "*Procurement of two (2) color multifunction printers A3*". The maximum acceptable size of each electronic offer should be 5-7 Mbytes, while the acceptable type of offers' compression is .zip (not .rar)

2. On the date and time of each evaluation stage (i.e. participating documentation – if applicable, technical evaluation, financial evaluation), the requested passwords **only** (different password for each stage) should be sent to the group email which will be notified by the PPA to all participants in due time with the indication: "*Procurement of two (2) color multifunction printers A3*".

3. Within the technical offer the following must be included:

- Full business profile (i.e. company profile presentation, company organization, size & capabilities, offered products, customers, previous collaborations etc.)
- Recent Economic Data proving financial adequacy (i.e. tax certificate, published financial statements etc.),
- Description of offered items, corresponding items' data sheets, prospectus etc.
- Relevant compliance (of the Candidate) with quality standards must be included.

Candidates also have to read carefully the attached Technical Description - Terms file, for more information regarding their technical offer's content.

Interested Parties may receive additional information or clarifications in relation to this Invitation for Submitting Offers, until ...3... days included, prior to the expiry of the time limit for offers submission, by submitting questions in writing to the Procurement Dpt via e-mail at [procurement@olp.gr](mailto:procurement@olp.gr).

For PPA S.A.  
DCEO

Panagiotis Tsonis

### Attached:

- Technical Description & Terms

α.α. (No)	Περιγραφή (Description)	μονάδα (unit)	ποσότητα (quantity)	τιμή μονάδας (Estimated unit value)	προϋπολογισμός (Estimated total value)
1	Color Multifunctional Printer A3	pcs	1		
	Printing Technology: Laser				
	Print / Copy Speed Black / Color A4 ≥ 45ppm				
	Paper Capacity ≥ 1150 sheets				
	Print Resolution: 1200x1200				
	Color Touchscreen: YES				
	Warm-up Time: ≤ 30 sec				
	Paper Input Trays: ≥ 1*500 sheets for A4 + 1*500 sheets for A3				
	Bypass Tray: YES				
	Output Capacity ≥ 250 Sheets				
	ADF with double feed detection: YES				
	Paper Sizes: A6 up to A3				
	Security Features:				
	SSL /TLS1.1,1.2 / IEEE 802.1X / IPSEC /				
	USER AUTHENTICATION (LOCAL & ACTIVE DIRECTORY) /				
	DATA ENCRYPTION (AES256)				
	Scan Speed (mono/color): ≥ 120ipm simplex, ≥240ipm duplex				
	Automatic duplex printing & scanning: YES				
	Single Pass Dual Scan: YES				
	Scan Modes: Scan to e-mail, Scan to USB, Scan to SMB				
	Scanner File Formats: JPEG,TIFF,PDF				
	Interfaces: USB, ETHERNET, optional WI-FI				
	System Memory (Standard): 4GB				
	Hard Disk: ≥ 240GB				
	Recommended Monthly Copy/Print Volume: ≥ 25.000 pages				
	Supported Operating Systems: WINDOWS 10/11, SERVER 2019				
	Stand: YES				
	Warranty Period: 3-Year (Parts and On site Repair Services): YES				
	One (1) full set of consumables (not starter kits)				
	Onsite installation: YES				
	Components considered consumables not covered by warranty should be listed with their costs in technical offer: YES				
2	Color Multifunctional Printer A3	pcs	1		
	Printing Technology: Laser				
	Print / Copy Speed Black / Color A4 ≥ 25ppm				
	Paper Capacity ≥ 1000 sheets				
	Print Resolution: 600x600				
	Color Touchscreen: YES				

	Warm-up Time: ≤ 30 sec				
	Paper Input Trays: ≥ 1*500 sheets for A4 + 1*500 sheets for A3				
	Bypass Tray: YES				
	Output Capacity ≥ 250 Sheets				
	ADF with double feed detection: YES				
	Paper Sizes: A6 up to A3				
	Security Features:				
	SSL /TLS1.1,1.2 / IEEE 802.1X / IPSEC /				
	USER AUTHENTICATION (LOCAL & ACTIVE DIRECTORY) /				
	DATA ENCRYPTION (AES256)				
	Scan Speed (mono/color): ≥ 50ipm simplex				
	Automatic duplex printing & scanning: YES				
	Single Pass Dual Scan: YES				
	Scan Modes: Scan to e-mail, Scan to USB, Scan to SMB				
	Scanner File Formats: JPEG,TIFF,PDF				
	Interfaces: USB, ETHERNET, optional WI-FI				
	System Memory (Standard): 4GB				
	Hard Disk: ≥ 120GB				
	Recommended Monthly Copy/Print Volume: ≥ 12.000 pages				
	Supported Operating Systems: WINDOWS 10/11, SERVER 2019				
	Stand: YES				
	Warranty Period: 3-Year (Parts and On site Repair Services): YES				
	One (1) full set of consumables (not starter kits)				
	Onsite installation: YES				
	Components considered consumables not covered by warranty should be listed with their costs in technical offer: YES				
		Total (Σύνολο) : €			11.000,00 €
		Συν ΦΠΑ ( Plus VAT ) 24% : €			2.640,00 €
		GRAND TOTAL : €			13.640,00 €
REMARKS:					
001. All items will be delivered at Akti Miaouli 10 Piraeus 18538, PPA S.A. Headquarters and will be properly packaged. - Delivery Terms: DDP.					
002. The winning bidder will be the one who offers the <b>lowest total price</b> for the procurement of all tender items.					
003. Offer Validity: 20 working days					
004. Payment will be completed within two months (60 days) upon invoicing & items delivery, provided that they are accepted by PPA S.A. competent body.					
005. Delivery Time due to urgent needs: Four (4) weeks					