Request for quotation for supply of Multifunction Printer

Country: Rwanda
Grant No.: IDA-E2670
Tender reference No.: RW-SAA-411456-GO-RFQ

Smart Africa secretariat, would like to invite interested suppliers who have capability to supply the item to provide the price quotation for supply and delivery of one multifunction printer with the following specifications:

1. **Technical Specifications – Multifunction Printer**

Specification	Minimum Requirement
Type	A3 Color Multifunction Printer (Print / Copy / Scan / Fax)
Print Speed	45 ppm (A4), 22 ppm (A3)
Print Resolution	Up to 1200 × 1200 dpi
Paper Capacity	1,150 sheets standard; expandable to 4,850 sheets
Paper Size	A6 to SRA3 (12" × 18")
Duplex	Automatic duplex printing, copying, and scanning
Scan Speed	160 ipm (duplex) with 220-sheet document feeder
Memory / Storage	8 GB RAM, 256 GB SSD
Connectivity	Gigabit Ethernet, USB 3.0, Wireless LAN (optional)
Security	AES 256-bit encryption, TLS 1.3, IEEE 2600.2 certified
Display	10.1" color touch screen control panel
First Page Out	≤ 6.0 seconds (color), ≤ 4.5 seconds (B&W)
Monthly Duty Cycle	150,000 pages per month
Mobile Printing	AirPrint, Mopria, and manufacturer mobile app support
Finishing Options	Stapling, hole punch (optional finisher)

2. **Expected Features**

Feature	Description
Secure Print Release	Print jobs held in queue until user authenticates at the device via PIN or ID card
User Authentication	Support for LDAP, Active Directory, and card-based authentication (IC/NFC cards)
10-Key Numeric Pad	Built-in or optional numeric keypad for PIN entry and quick access codes

ID Card Copy	Single-touch copying of both sides of ID cards onto one page
Scan to Email / Folder	Direct scanning to email addresses, network folders (SMB), and FTP servers
Searchable PDF (OCR)	Optical character recognition to create searchable and editable PDF documents
Cloud Connectivity	Native integration with cloud services (Google Drive, OneDrive, Dropbox, etc.)
Job Accounting	Track and report print, copy, scan, and fax usage by user or department
Remote Fleet Management	Centralized monitoring and configuration of multiple devices via web interface
Eco-Friendly Mode	Energy-saving sleep mode, duplex default, and toner-save options

3. Delivery Location

The printer will be delivered at Smart Africa Office, 10th Floor, Career Center Building, KG 541 St, Kigali.

4. Financial terms and Comments

- Quotes should be in Rwandan Francs or any other freely convertible currency.
- Indicate the Delivery period upon Purchase Order reception.
- Your quotes should include applicable Taxes.
- SAS pays 100% of payment within 30 days maximum after Delivery.

5. Submission Process

Signed Soft copies of quotation must be sent to: procurement@smartafrica.org
showing "Quotation for the provision of **Multifunction Printer**"not later than 20th March 2026,5pm Kigali Time.