



# West Virginia Purchasing Division

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The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at ***wvOASIS.gov***. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at ***WVPurchasing.gov*** with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

## Header @ 3

List View

### General Information | Contact | Default Values | Discount | Document Information

Procurement Folder: 239365

SO Doc Code: CRFQ

Procurement Type: Central Master Agreement

SO Dept: 0402

Vendor ID: 000000210166

SO Doc ID: EDD1700000003

Legal Name: KOMAX LLC

Published Date: 11/1/16

Alias/DBA:

Close Date: 11/16/16

Total Bid: \$222,118.00

Close Time: 13:30

Response Date: 11/16/2016

Status: Closed

Response Time: 13:06

Solicitation Description: ADDENDUM NO. 1 -LEASE FOR RICOH PRO 8110e/PRO 8120E

Total of Header Attachments: 3

Total of All Attachments: 3



Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
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**State of West Virginia  
 Solicitation Response**

**Proc Folder :** 239365

**Solicitation Description :** ADDENDUM NO. 1 -LEASE FOR RICOH PRO 8110e/PRO 8120E OR EQUAL

**Proc Type :** Central Master Agreement

Date issued	Solicitation Closes	Solicitation Response	Version
	2016-11-16 13:30:00	SR 0402 ESR11161600000002244	1

VENDOR
000000210166 KOMAX LLC

**Solicitation Number:** CRFQ 0402 EDD1700000003

**Total Bid :** \$222,118.00      **Response Date:** 2016-11-16      **Response Time:** 13:06:43

**Comments:**

**FOR INFORMATION CONTACT THE BUYER**  
 Michelle L Childers  
 (304) 558-2063  
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<b>Signature on File</b>	<b>FEIN #</b>	<b>DATE</b>
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All offers subject to all terms and conditions contained in this solicitation

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	YEAR 1 - LEASE FOR RICOH PRO 8110e/PRO 8120E OR EQUAL	4.00000	QTR	\$10,605.000000	\$42,420.00

Comm Code	Manufacturer	Specification	Model #
80161800			

<b>Extended Description :</b>	YEAR 1 - LEASE FOR RICOH PRO 8110e/PRO 8120E OR EQUAL (LEASE, PARTS, LABOR, SUPPLIES, MAINTENANCE AND SUPPORT SERVICES)
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**Comments:** Bidding a bizhub Press 1250

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	RATE PER CLICK FOR BLACK AND WHITE EXCEEDING THE 1,000,000	5000.00000	EA	\$0.003600	\$18.00

Comm Code	Manufacturer	Specification	Model #
80161800			

<b>Extended Description :</b>	RATE PER CLICK FOR BLACK AND WHITE COPIES EXCEEDING THE 1,000,000-COPY LIMIT PER QUARTER.
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**Comments:** Bidding a bizhub Press 1250

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	YEAR 2 - LEASE FOR RICOH PRO 8110e/PRO 8120E OR EQUAL	4.00000	QTR	\$10,605.000000	\$42,420.00

Comm Code	Manufacturer	Specification	Model #
80161800			

<b>Extended Description :</b>	YEAR 2 - LEASE FOR RICOH PRO 8110e/PRO 8120E OR EQUAL (LEASE, PARTS, LABOR, SUPPLIES, MAINTENANCE AND SUPPORT SERVICES)
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	YEAR 3 - LEASE FOR RICOH PRO 8110e/PRO 8120E OR EQUAL	4.00000	QTR	\$10,605.000000	\$42,420.00

Comm Code	Manufacturer	Specification	Model #
80161800			

<b>Extended Description :</b>	YEAR 3 - LEASE FOR RICOH PRO 8110e/PRO 8120E OR EQUAL (LEASE, PARTS, LABOR, SUPPLIES, MAINTENANCE AND SUPPORT SERVICES)
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	YEAR 4 - LEASE FOR RICOH PRO 8110e/PRO 8120E OR EQUAL	4.00000	QTR	\$10,605.000000	\$42,420.00

Comm Code	Manufacturer	Specification	Model #
80161800			

**Extended Description :** YEAR 4 - LEASE FOR RICOH PRO 8110e/PRO 8120E OR EQUAL (LEASE, PARTS, LABOR, SUPPLIES, MAINTENANCE AND SUPPORT SERVICES)

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
6	YEAR 5 - LEASE FOR RICOH PRO 8110e/PRO 8120E OR EQUAL	4.00000	QTR	\$10,605.000000	\$42,420.00

Comm Code	Manufacturer	Specification	Model #
80161800			

**Extended Description :** YEAR 5 - LEASE FOR RICOH PRO 8110e/PRO 8120E OR EQUAL (LEASE, PARTS, LABOR, SUPPLIES, MAINTENANCE AND SUPPORT SERVICES)

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
7	FAIR MARKET VALUE BUY-OUT (OPTIONAL)	1.00000	EA	\$10,000.000000	\$10,000.00

Comm Code	Manufacturer	Specification	Model #
80161800			

**Extended Description :** FAIR MARKET VALUE BUY-OUT (OPTIONAL PURCHASE ONLY AFTER EXPIRATION OF THE CONTRACT).  
NOTE: OPTIONAL ITEM ONLY AND SHALL BE DETERMINED AFTER EXPIRATION OF THE CONTRACT BUT WILL BE A PART OF THE BID EVALUATION.



## Konica Minolta bizhub PRESS 1250

Type: Production Print Digital Press

Manufacturing Status: New

Domestic Intro Date: September 2012

Max Monthly Duty Cycle: 3,000,000 impressions

Item	QTY
Konica Minolta bizhub PRESS 1250 (A4EU011) 125 ppm Production Printer/Copier/Scanner including delivery, installation, training.	1
HT-505 Dehumidifier/Heater for PF-703 (A15AWY1)	1
PF-703 Vacuum Paper Feed Unit (A0GDWY2)	1
EF-102 Envelope Fusing Unit (A4F2WY1)	1
RU-509 Relay Unit (A2A2W12)	1
SD-506 Saddle Stitch Finisher with face trimmer (A0H2WY2)	1
FS-532 100 sheet staple finisher (A4F3WY1)	1
HM-102 Humidifier Unit for RU-509 (A2A3WY2)	1
PK-522 Punch kit for FS-532 (A4FAW11)	1
GP-501 GBC Punch Unit (punch dies sold separately) (A0N9W11)	1
DS-502 19 Hole Cerlox Punch Die (A0NCW11)	1
FA-501 PI-PFU Connection Kit (A0GFWY1)	1
PF-703 Post Inserter Paper Feed Unit (A0GDWY2)	1
RU-510 RU-510 Relay Unit (A4FCWY1)	1
MIC-4150 Fiery Image Controller for 1250 Series (45148363)	1
FACI/Furniture Bundle for MIC-4150 (45137716)	1
EFI Fiery Impose & Compose (45111138)	1
ES-2000 Spectrophotometer (45109642)	1
External HDD Kit for MIC-4150 (45082121)	1
Power filter ESP 240V/30A (XGPCSL630K)	1

### Total Price

**Maintenance agreement: B&W click price \$0.0036. Includes all parts, labor, supplies (except die sets, and paper). 11 x 17 = single click. Click prices locked for 5 years.**



Thank you for the invitation to submit a bid on a color digital press for the West Virginia Department of Education. The commodity being asked for is a Ricoh Pro 8110e/8120e Series or equal copier. It appears as if the specifications for the bid have been written so tightly around this product, that it will be practically impossible for any other product to meet all of the specifications.

Our comparable product to the Ricoh Pro 8110e/8120e series is the Konica Minolta bizhub Press 1250. There are areas where our product is not equal to the Ricoh product, but there are also areas where the Ricoh product is not equal to ours. Here are a few examples: (3.1.1.2.4) Requires a minimum of 135 copies per minute and our is 125 copies per minute; (3.1.1.2.5) Requires a minimum print resolution of 1200 x 4800 dpi. Our product has a print resolution of 1200 x 1200 dpi which is the maximum print resolution of the optional Fiery front end that is also required making the 1200 x 4800 dpi maximum immaterial; (3.1.1.2.7) Requires a paper size of 13 x 19.2. Our maximum paper size is 12 x 18; (3.1.1.2.11) Requires scanning in gray scale and full color. Our machine will scan in gray scale, but the Ricoh 8110e and 8120e are printers that cannot scan in gray scale or full color; (3.1.1.2.14) Our booklet maker will saddle stitch and face trim a maximum of 50 sheets of 11 x 17, 20lb. paper for a 200 page book; (3.1.1.2.16) We are able to use our vacuum paper feed with a capacity of 5,000 sheets to feed paper for covers/insertions without printing. Cabell County Schools finds this very useful; (3.1.1.2.18) Requires a stacker capacity of 5,000 sheets. Our stacker capacity is 4,200 sheets; (3.1.1.2.19) Our configured paper capacity is 8,000 sheets which is 300 sheets higher than the minimum capacity being required. Our product also address many issues that apparently Ricoh has not since there are no applications included in the bid to address static and curling for coated papers. Our product address these and other common printing issues with our rehumidifying and decurling relay units, vacuum paper feed system with dehumidifying heaters, and separate fuser for envelope printing.

It has been our experience that every product will have unique features and applications, but what will really set one product apart from another is the level of support that is provided. No one provides better or more



comprehensive support to their production print customers. We have in Charleston, IT support staff, software support staff, and EFI Fiery certified support staff. We offer EFI's Fiery solutions training that most of our competitors do not. More than 25% of our 15 Konica Minolta trained service technicians are trained to work on Konica Minolta's production devices. We work with many commercial printers and other higher education customers and we would love to have you speak with them regarding why they are KOMAX customers and we could also take you to their locations to see our equipment.

Sincerely,

**Shaun Shamblin**

Account Rep & Production Print Specialist

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## Konica Minolta bizhub PRESS 1250/1250P

Outstanding Monochrome Light- to Mid-Volume Production Device



Konica Minolta  
Business Solutions, U.S.A., Inc.  
100 Williams Drive  
Ramsey, NJ 07446  
[www.kmbs.konicaminolta.us](http://www.kmbs.konicaminolta.us)

The Konica Minolta bizhub PRESS 1250 is BLI's 2014 PRO Award winner for Outstanding Monochrome Light- to Mid-Volume Production Device.

"The bizhub PRESS 1250 is a true production workhorse, and its outstanding media handling, plus the wealth of feedback it provides, ensure jobs will not only get done quickly, but with minimal interruptions," said David Sweetnam, BLI's head of European Research and Lab Services.

Highly productive, the bizhub PRESS 1250 is the only model in its class to have earned BLI's 5-star rating for productivity, with throughput speeds that were among the fastest tested to date on heavy-grade stocks and better than those of competitors with A3 and SRA3 media. "Mixed-media workflows were handled well, and virtually no drop-off in rated speed was experienced when running sub-set stapling and perfect bindery jobs. Plus, a new tandem print ability gives productivity a further boost by allowing a job to be split across two devices," said Sweetnam.

Highly customizable from base to full configuration, the bizhub PRESS 1250 can be tailored to the specific needs of an environment. The compact footprint of the base configuration makes it a good fit in in-plant and CRD environments, while extensive finishing and stacking options, including perfect binding, ring binding and 50-sheet saddle-stitch capability, serve the device well in print-for-pay or commercial print shops. Up to three high-capacity stackers can be added, for an above average stacking capacity of 15,000 sheets. Duplexing is supported for media weights up to 300 gsm, exceeding the capability of several competitors, and all drawers support paper weights up to 300 gsm, whereas some competitors limit support for 300 gsm to only certain drawers, and others do not support 300 gsm at all. "Paper weight support up to a robust 350 gsm is supported from several trays too," noted Sweetnam. Several

trays include air assist technology to prevent misfeeds, and any tray not actively feeding the paper path can be opened and refilled during device operation.

The control panel is easy to master, and unlike with some competitors, the custom media catalog is fully integrated with the print driver, which provides a high level of functionality and job programming capabilities. The control panel also provides detailed information on device status, consumables and paper levels, RIP resources and the job queue, while the Scheduler feature uses color coding to indicate to operators when certain paper types need to be replenished.

“Delivering innovative solutions that meet the highest performance standards in the industry is one of our primary goals,” said Kevin Kern, senior vice president, Marketing, Konica Minolta Business Solutions U.S.A., Inc. “This award acknowledges our commitment to addressing the evolving needs of our customers, and ensuring they can count on Konica Minolta for reliable technology that keeps them competitive and productive.”

## About **BLI's PRO Awards**

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In the highly competitive and complex world of production print, choosing the most suitable device is a tough task for buyers. Buyers Laboratory LLC (BLI), the world's leading independent provider of analytical information and services to the document imaging industry, makes the task easier with its unmatched expertise in evaluating devices, gained over the past 50 years. The PRO awards go to the best performers in BLI's production test suite, which sheds light on how these devices perform in the real world, which is often a far cry from what a brochure might lead people to believe.

BLI's field evaluations entail three full days of intensive testing during which tens of thousands of impressions are printed—from 30,000 to more than 150,000 depending on the model. Devices are tested for productivity with coated and uncoated media in a wide range of weights and sizes and using various finishing options to simulate a wide variety of real-world job scenarios. BLI technicians also evaluate image quality, including production of halftones, text and fine lines, plus density levels, variations in density, and color drift over the course of a 1,000-page print run. In addition, BLI assesses media-handling capabilities in terms of the paper sizes, weights and capacities supported, media catalog integration, and inline finishing options available. The test also includes an assessment of ease of use for setting up, submitting and managing jobs; loading paper and toner; switching out operator-replaceable components; and removing misfeeds.

Having generated tens of millions of impressions on production devices from the leading vendors over several years—both in the lab and in the field—BLI's production tests reveal what separates the best from the rest. It is the best—the top performer in each category—that BLI recognizes with its annual PRO Awards.

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As an aid to end-users of Konica Minolta's bizhub PRESS 1250/1250P/1052, Konica Minolta Business Solutions USA, Inc. has performed testing on certain media that may be imaged through our color products. Based solely on such testing, Konica Minolta has found that the color products listed have functioned properly using the media listed during the course of testing. However, Konica Minolta can give no assurances based upon such testing that the listed media will perform for any particular end-user's Konica Minolta color product and Konica Minolta disclaims any warranty, express or implied, to such effect.

This guide does not constitute any endorsement of the listed media, and there may be other media that enable the bizhub PRESS 1250/1250P/1052 to function properly. Please check [www.mykonicaminolta.com](http://www.mykonicaminolta.com) for the latest Konica Minolta bizhub PRESS 1250/1250P/1052 Media Guide.

**KONICA MINOLTA BUSINESS SOLUTIONS U.S.A., INC.**, 100 Williams Drive, Ramsey, N.J. 07446

[www.kmbs.konicaminolta.us](http://www.kmbs.konicaminolta.us)

[www.kmbs.konicaminolta.us/solutions](http://www.kmbs.konicaminolta.us/solutions)

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## **Introduction**

**T**he bizhub PRESS 1250 Series Customer Expectation guide contains information about the features and capabilities of the bizhub PRESS 1250/1250P/1052. This document will be used as part of the presale and preinstall planning process to help with the clarification of the requirements and responsibilities of operating the bizhub PRESS 1250/1250P/1052. It is recommended that any potential customers of the bizhub PRESS 1250/1250P/1052 familiarize themselves with this document prior to installation taking place.

### **IMPORTANT**

The purpose of this document is to explain the current features and technologies of the Konica Minolta 1250 Series unit.

The information included in this document has been taken from numerous sources, including product reference materials, service manuals, and user manuals.

Specifications may vary slightly depending on the customer's needs. Part numbers, yield information, and specifications are subject to change without notice.

## Product Overview

- The bizhub PRESS 1250/1250P has a maximum speed of 125 pages per minute (bizhub PRESS 1052 has a maximum speed of 105 pages per minute) and can support a wide variety of substrates with a maximum paper capacity of 14,000 sheets. (Speed and paper capacity based on 20lb paper w/configuration of bizhub PRESS 1250 engine + PF-703 + PF706).
- The bizhub PRESS 1250/1250P/1052 can support a wide variety of substrates from 40 gsm to 350 gsm along with envelope and embossed paper support. (see page 64 of this document for Recommended paper stocks and settings)
- The bizhub PRESS 1250/1250P/1052 uses Simitri HD Polymerized toner to achieve higher resolution. This allows lower fuser temperature which, along with oil-less, fusing helps to reduce paper curl and waviness while also producing a natural looking gloss with reduced glare.
- True 1200 x 1200 dpi to produce the finest detail in both image and text.
- Belt Transfer System allows more consistent toner transfer for crisper cleaner looking copies.
- Image Density and Toner Ratio Sensors maintain stability and monitoring of potential image quality issues such as uneven density.
- The bizhub PRESS 1250/1250P/1052 offers Enhanced screening options which sharpens text, photos, and Graphics.
- New to the bizhub PRESS 1250/1250P/1052 – Tandem Printing option which allows to network systems with the same option configurations to divide a single print job between the two units. This allows for double the speed.
- Built in controller that supports PCL, Postscript, TIFF and PDF printing.
- The bizhub PRESS 1250/1250P/1052 can be configured with multiple options for your application needs:



<b>PF-703</b> Vacuum Feed Paper Feed Unit. This unit can also be used as an PI-PFU (Post Inserter Paper Feed Unit)	<b>GP-502</b> In-line ring binder
	<b>GP-501</b> Multi-punch unit
<b>PF-706</b> Friction Feed Paper Feed Unit	<b>FD-503</b> Folding Unit
<b>FS-532</b> All-in-one stapling finisher with optional kits for saddle stitching, hole punch and post insertion.	<b>SD-506</b> Saddle Stich Unit
	<b>LS-505</b> Large Capacity Stacker
	<b>PB-503</b> Perfect Binder



# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## SPECIFICATIONS

Type	Console Type
Print/Copy Process	LED Electrostatic Process
Development System	Dry Dual Component Magnetic Brush Development
Print Speed/Monthly Duty Cycle	125ppm/3,000,000 Pages (bizhub PRESS 1250/1250P ) 105ppm/2,000,000 Pages (bizhub PRESS 1052 )
Resolution/Gradation	1200 x 1200 dpi/256 Gray shades
Standard Memory/HDD	512MB DDR2 RAM (System memory), 768MB SDR-RAM (Display memory)/250GB or higher
Warm-up Time	Approx. 6.5 minutes
Print/Copy Quantity	1-9,999
Magnification	Zoom Range: 25%-400%
Original Size	Reversing Duplexing Document Feeder: up to 11" x 17" maximum/100 Sheets/Mixed Original Detection
Paper Size/Paper Weight	All trays: up to 12" x 18" (up to 12" x 19" in optional PF-703)/Up to 300 gsm; PFU Trays 4 and 7: up to 350 gsm
Standard/Maximum Paper Supply	1,500-Sheet Universal Paper Drawers x 2/14,000 Sheets maximum
Power Requirements (Engine)	208-240V, 60Hz, 24A Dedicated Line
Dimensions (W x D x H)/Weight	39" x 35.9" x 48.5" (Main Body + ADF only)/826.7 lbs. (Engine only)
Exposure Modes	Text, Text/Photo, Photo, Dot Matrix
Available Functions	Auto Zoom, Auto Paper Select, Auto Low Power, Auto Reset, Auto Shut Off, Color Mode, Combine Originals, Copy Density, Cover Sheet Feeding, Custom Size Paper Setting, Folding, Frame Center Erase, Image Centering, Image Repeat, Interrupt Copying, Job List, Manual Shut Off, Mode Memory, Non-Image Area Erase, Page Margin, Power Save, Proof Copy, Remote Monitor, Reserve Job, Rotation, Separate Scan Mode, Simplex. Duplex, Stamp, Staple, Tab Paper, Weekly Timer, Z-Folded Original Setting, Zoom
Available Options- (Optional)	EF-102 Envelope Fusing Unit, FA-501 PI-PFU Kit (for attachment of PF-703 as Post Insertion Cabinet), FD-503 Multi-Folding Unit (6 fold patterns, post-inserter and 2/3-Hole Punch), FS-532 All-in-One 100-sheet Stapling Finisher, GP-501 GBC Multi-Hole Punch Unit (7 optional user replaceable dies), GP-502 Inline GBC Ring Binder, HD-511 Inner Case (for RH-101), HM-102 Decurling Humidifier Unit (for RU-509), HT-505 Heater Dehumidifier (for PF-703), PB-503 Perfect Binder (glue bound books up to 600-pages), PF-703 Vacuum Paper Feed Unit (3 Trays: 5,000-sheets total), PF-706 Friction Feed Paper Feed Unit w/air assist (3 Trays: 6,000-sheets total), PI-502 Post Inserter (for FS-532), PK-522 2/3-Hole Punch (for FS-532), PP -701 Pre-printed Paper Kit (for PF-706), SD-510 Saddle Stitch/Folding Kit (for FS-532), SD-506 Saddle-Stitch Unit (up to 200-page booklets), LC-501 Rollaway Cart (extra cart for LS-505), LS-505 Large Capacity Stacker (5,000-sheet capacity), RH-101 Attachment Kit (for removable HDD), RU-509 and RU-510 Relay Units, UK-205 Upgrade Kit (for control panel integration with eCopy ShareScan)

continued

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

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## SPECIFICATIONS continued

<b>Konica Minolta Embedded Image Controller (Standard)</b>	
Processor/Memory	Intel® Pentium® G6950 2.8GHz Processor/2GB RAM
Hard Disk Drive	250GB SATA ; 2GB SSD (Controller system stored)
Engine I/F	Serial 768kbps, C7000 Video Clock (Print): 56.135MHz
Page Description Language/ PDF Support A	Adobe® Postscript® 3™ (CPSI 3019), TIFF 6.0, PCL5c/6, XPS/PDF v1.7, PDF/X-1a, PDF/X-3
Variable Data Handling	PPML 2.1
Font Support	Adobe Roman 136 fonts, PCL 81 fonts
OS Support (Software)	Windows 2000, Windows XP, Windows Vista, Windows 2003 Server: PS (PPD, Visual), Windows Server 2008 7: PS (PPD, Visual), XPS, Mac OS X 10.4-10.6, 10.7: PDE (Visual)
Applications	PageScope Direct Print, PageScope EMS Plug-in, PageScope Web Connection, PageScope Account Manager, PageScope Net Care Device Manager, Net Backup Tool, Font Management Utility, Print Status Notifier, Print Utility for UNIX, Printgroove POD QUEUE

## Expectations On Service

These numbers are averages and not guarantees. Machine performance will vary depending on volume and application. These specifications are based on standard 20lb. paper surface/weights and may vary with non-standard paper.

### Service Time

- Based on an average monthly volume of 1,000,000 impressions per month please expect an average of 10 hours of service per month.

### Paper Jams

- While paper jams are inevitable there are many precautions that can be taken to help reduce the occurrences of these jams.

### Skew Specification

- Paper Skew Specification:  
± 0.5% / deviation or less
- Image Skew Specification: Main scan direction, sub scan direction, diagonal line direction ± 0.3% deviation or less.

### Speed Variations

- Based on the application, media size, thickness and temperature your machine will vary in output speed. Refer to page 11 of this document for the paper guide for speed specifications.

### Registration

- Registration on a simplex print or the first side of a duplex print can vary up to +/-0.5 mm in the feed direction and +/-0.5 mm cross-feed.
- Registration on the second side of automatically duplexed prints can vary up to +/-0.5 mm in the feed direction and +/-0.5 mm cross-feed.
- Front-to-back registration can vary +/-1.0 mm in the feed direction and +/-1.0 mm cross-feed.

**Special Note:** Items that will negatively effect the above expectations:

- Experience of operators
- Quality of input material
- Pre-printed Materials
- Accessories
- 3rd Party Devices
- Environment
- Application software and printing related
- Power Issues

### **Best Practices and Expectations of your bizhub PRESS 1250 Series Production Printer**

To minimize the down time of your High Volume Printer, KMBS has put together a list of best practices and expectations for you. In this section you will find suggestions on what you can do to prevent unnecessary service calls and get the best performance out of your High Volume Printer.

#### **PAPER**

Please see the Substrate Throughput Assurance section of this document for complete information on the papers tested and approved for use in your bizhub PRESS 1250/1250P/1052. Please keep in mind the following:

- Paper supply trays 1 and 2, are not designed for feeding coated stocks. The PF-703 and PF-706 should be used for this purpose.
- Certain very thin coated stocks may exhibit some wrinkling from higher moisture content.
- Due to various reasons, short grain stock is preferred to long grain stock.
- With very high toner coverage you may notice a very small amount of scratching on heavier stocks.
- Due to the type of fusing being used in the bizhub PRESS 1250/1250P/1052, a small gloss difference may be seen mainly on the first sheet of your print run.

#### **SUPPLIES**

One of the main responsibilities of being the key operator is to keep a minimum of two-week supplies of Dry Toner, Staples, and Perfect Binder glue pellets on hand. The customer is responsible for the installation of the above supplies.

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

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## ENVIRONMENTAL

To minimize down time it is the responsibility of the customer to assure that the Production Printer's environmental requirements are within the recommend range.

<b>Temperature</b>	Optimal: 68 to 74 degrees Fahrenheit Minimum: 50 degrees Fahrenheit Maximum: 86 degrees Fahrenheit
<b>Humidity</b>	Optimal: 40% to 60% operating (No condensation) Minimum: 30% Maximum: 70%
<b>Toner Storage</b>	Optimal: 68 to 74 degrees Fahrenheit Minimum: 50 degrees Fahrenheit Maximum: 86 degrees Fahrenheit

## **Substrate Throughput Assurance**

### **PAPER SETTING**

This section describes how to make a paper setting for each tray. Feature descriptions and usage of Auto Paper and Image Rotation are also provided.

### **PAPER SETTING OUTLINES**

The paper setting offers two types of usage depending on what the setting is intended for. One is to make the setting for a paper tray which needs paper conditions specified. The other is to register paper conditions for the paper to be used. This section describes how to make the setting for a paper tray.

### **REFERENCE**

For the paper setting to register paper conditions for the paper to be used, see Section 6.6 of the User's Guide — Main Body. Paper conditions specified for a paper tray can also be registered. That procedure is provided in this section.

The paper setting can be made for the following trays:

- Main body trays (trays 1 and 2)
- Trays of Paper Feeder Unit PF-703 also can be used as Post Inserter
- Trays of Paper Feeder Unit PF-706
- Upper tray/lower tray of the post inserter of Folding Unit FD-503
- Cover tray of Perfect Binder PB-503 (PB)

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

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The Paper setting for a Paper tray is configured with the following 7 paper conditions:

1. **Paper Type** – Select the paper type that you will be using for your application.  
The paper type choices that you will see are:
  - a. **Plain** – Copy paper/recycled
  - b. **Coated** – Paper coated both sides (ex: are paper and coated paper)
  - c. **Pre-Printed** – Paper already offset printed.
  - d. **Fine** – Uncoated mainly used in offset print.
  - e. **Book/News** – Highly opaque for book bodies.
  - f. **Embossed** – Rough textured paper.
  - g. **Blank Insert** – Paper not to be printed (ex: blank covers and blank inserts)
  - h. **Embossed 2** – Embossed paper.
2. **Paper Weight** – Select the Paper weight that best fits your paper that you will be using.  
See page 75 of this guide for additional information.
3. **Colored Paper** – Label the colored that best fits your paper that you will be using.
4. **Punch** – Select Pre-Punch if you are using pre-punched paper.
5. **Both Sides Adjust** – Specify magnification ratios (vertical, horizontal) and image shift amounts (up/down, right/left) for both front and back pages, in order to align the images printed on front and back pages in duplex printing. Also, adjust the amount of registration loop. Chart adjustment can be performed for both front and back pages.
6. **Process Adjust** – Select “Pressure Power Setting” for appropriate setting.  
See Recommended Paper List to determine the correct setting.
7. **Curl Adjust** – Make a correction for curled output sheets.

## **Paper Specifications**

This section describes the following specifications included in Paper Setting made for a paper tray: Paper Size, weight, fuser pressure power and fuser temperature.

### **REFERENCE**

For details of Paper Type, Weight, Colored Paper, and Punch, see Section 6.6 of the User's Guide – Main Body. For Both Sides Adjust and Curl Adjustment, see Section 6.6 of the User's Guide – Main Body.

### **PAPER INFORMATION**

The bizhub PRESS 1250/1250P/1052 is equipped with the following trays for loading paper:

- Main Body Trays (Trays 1 and 2)
- PF-703- Vacuum Feed Paper Feed Unit. This unit can also be used as an PI-PFU (Post Inserter Paper Feed Unit)
- PF-706- Friction Feed Paper Feed Unit
- FS-532- all-in-one stapling finisher with optional kit for post insertion.

Also the following items of equipment are provided to convey/process/deliver paper:

- ADU (Automatic Duplex Unit) equipped in the main body as standard.
- RU-509- Relay Unit
- FS-532- All-in-One stapler finisher
- GP-502- In-line ring binder
- GP-501- Multi-punch unit
- FD-503- Folding Unit
- SD-506- Saddle Stich Unit
- LS-505- Large Capacity Stacker
- PB-503- Perfect Binder



# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## CPM BY WEIGHT

Below you will find a matrix on machine speed based upon Series model. Please note that these speed numbers are taken from standard letter size paper (8.5" x 11"), single sided at machine normal temperatures. According to the paper type which is selected in the paper setting in the setup menu or the environmental decision, it controls process speed switchover.

### bizhub PRESS 1250/1250P

CPM	Paper Type	Paper weight
<b>125 CPM</b>	Coat	40 to 162 gsm
	Pre-Printed	40 to 162 gsm
	Fine	40 to 216 gsm
	Plain paper	40 to 216 gsm
	Book/News	40 to 61 gsm
	Embossed	40 to 61 gsm
	Inserting sheet (not printed)	40 to 216 gsm
	Embossed2	—
<b>105 CPM</b>	Coat	—
	Pre-Printed	—
	Fine	217 to 244 gsm
	Plain paper	—
	Book/News	62 to 91 gsm
	Embossed	62 to 74 gsm
	Inserting sheet (not printed)	—
	Embossed2	—
<b>70 CPM</b>	Envelope	—
	Coat	163 to 350 gsm
	Pre-Printed	163 to 350 gsm
	Fine	217 to 350 gsm
	Plain paper	217 to 350 gsm
	Book/News	92 to 216 gsm
	Embossed	75 to 216 gsm
	Inserting sheet (not printed)	217 to 350 gsm
	Embossed2	75 to 216 gsm
	Envelope	62 to 135 gsm

### bizhub PRESS 1052

CPM	Paper Type	Paper weight
<b>105 CPM</b>	Coat	40 to 162 gsm
	Pre-Printed	40 to 162 gsm
	Fine	40 to 244 gsm
	Plain paper	40 to 216 gsm
	Book/News	40 to 91 gsm
	Embossed	40 to 74 gsm
	Inserting sheet (not printed)	40 to 216 gsm
	Embossed2	—
<b>70 CPM</b>	Envelope	—
	Coat	163 to 350 gsm
	Pre-Printed	163 to 350 gsm
	Fine	217 to 350 gsm
	Plain paper	217 to 350 gsm
	Book/News	92 to 216 gsm
	Embossed	75 to 216 gsm
	Inserting sheet (not printed)	217 to 350 gsm
	Embossed2	75 to 216 gsm
	Envelope	62 to 135 gsm

## bizhub PRESS 1250/1250P/1052 Approved Paper

### COATED PAPER

Manufacturer/ Brand	Paper Type	Weight Setting	CPM 1250/1250P/1052	Pressure Power	Fuser Temperature (Celcius)
Domtar Microprint Coated Laser Matte (80lb. Text 118 gsm)	Coated	92-135 gsm	125/125/105	Strong	Standard Temp.
Futura Laser Dull (80lb. Text 115 gsm)	Coated	92-135 gsm	125/125/105	Strong	Standard Temp.
Futura Laser Gloss (80lb. Text 115 gsm)	Coated	92-135 gsm	125/125/105 S	Strong	Standard Temp.
Knightkote Matte Digital Color Imaging Press C2S Text/118 gsm	Coated	92-135 gsm	125/125/105	Strong	Standard Temp.
Smart Knightkote Matte Digital Color Imaging press C2S Text/ 80lb (118 gsm)	Coated	92-135 gsm	125/125/105	Strong	Standard Temp.
Domter Microprint Coated laser Matte Cover/80lb Cover (216 gsm)	Coated	136-162 gsm	125/125/105	Strong	Standard Temp.
Kromekote Laser High Gloss C2S-Ultra Gloss Cast Coat/10pt (234.4 gsm)	Coated	163-216 gsm	70/70/70	Weak	Standard Temp.
Wausau Exact Gloss Coated (C1S) /80lb Cover (215 gsm)	Coated	163-216 gsm	70/70/70	Weak	Standard Temp.
Carolina Digital C1S Cover/ 195 gsm	Coated	163-216 gsm	70/70/70	Weak	Standard Temp.
Kromekote Laser High Gloss C1S/12pt	Coated	217-244 gsm	70/70/70	Strong	Standard Temp.
Carolina Digital C1S Cover/10pt (234.4 gsm)	Coated	217-244 gsm	70/70/70	Strong	Standard Temp.
Carolina Digital C2S Cover/10pt (234.4 gsm)	Coated	217-244 gsm	70/70/70	Strong	Standard Temp.

## bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

### PRE-PRINTED PAPER

Manufacturer/ Brand	Paper Type	Weight Setting	CPM 1250/1250P/1052	Pressure Power	Fuser Temperature (Celsius)
Domtar Microprint Coated Laser Matte/ 80 lb Text (118 gsm)	Pre-Printed	92-135 gsm	125/125/105	Strong	Standard Temp.
Futura laser Dull (Text)/80 lb (115 gsm)	Pre-Printed	92-135 gsm	125/125/105	Strong	Standard Temp.
Futura laser Gloss (Text) /80 lb (115 gsm)	Pre-Printed	92-135 gsm	125/125/105	Strong	Standard Temp.
Knightkote Matte Digital Color Imaging press C2S Text/118 gsm	Pre-Printed	92-135 gsm	125/125/105	Strong	Standard Temp.
Smart Knightkote Matte Digital Color Imaging press C2S Text/ 80 lb (118 gsm)	Pre-Printed	92-135 gsm	125/125/105	Strong	Standard Temp.
Domter Microprint Coated laser Matte Cover/80 lb Cover (216 gsm)	Pre-Printed	136-162 gsm	125/125/105	Strong	Standard Temp.
Kromekote Laser High Gloss C2S-Ultra Gloss Cast Coat/10pt (234.4 gsm)	Pre-Printed	163-216 gsm	70/70/70	Strong	Standard Temp.
Wausau Exact Gloss Coated (C1S)/ 80 lb Cover (215 gsm)	Pre-Printed	163-216 gsm	70/70/70	Strong	Standard Temp.
Carolina Digital C1S Cover/ 195 gsm	Pre-Printed	163-216 gsm	70/70/70	Strong	Standard Temp.
Kromekote Laser High Gloss C1S/12pt	Pre-Printed	217-244 gsm	70/70/70	Strong	Standard Temp.
Carolina Digital C1S Cover/10pt (234.4 gsm)	Pre-Printed	217-244 gsm	70/70/70	Strong	Standard Temp.
Carolina Digital C2S Cover/10pt (234.4 gsm)	Pre-Printed	217-244 gsm	70/70/70	Strong	Standard Temp.

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## PLAIN PAPER

Manufacturer/ Brand	Paper Type	Weight Setting	CPM 1250/1250P/1052	Pressure Power	Fuser Temperature (Celsius)
Appleton NCR paper Xero/Form II NCR0395	Plain	40-49 gsm	125/125/105	Very Weak	Standard Temp.
Xerox Digital Publishing Paper 3R11751/18lb (68 gsm)	Plain	62-74 gsm	125/125/105	Strong	Standard Temp.
Boise ASPEN 100 Recycle/20lb	Plain	75-91 gsm	125/125/105	Strong	+10
Mohawk Color Copy Recycle/20lb	Plain	75-91 gsm	125/125/105	Strong	+10
Domtar First Choice Multiuse/24lb (90 gsm)	Plain	75-91 gsm	125/125/105	Strong	+10
Domtar Recycle Husky Xero Copy/20lb (75 gsm)	Plain	75-91 gsm	125/125/105	Strong	+10
Hammermill Fore MP/20lb	Plain	75-91 gsm	125/125/105	Strong	+10
Hammermill Fore MP-colors (30% postconsumer fiber) BIU/20lb	Plain	75-91 gsm	125/125/105	Strong	+10
Hammermill Great White Copy (30% Post-Consumer Fiber)/20lb	Plain	75-91 gsm	125/125/105	Strong	+10
Hammermill Tidal MP/20lb	Plain	75-91 gsm	125/125/105	Strong	+10
Xerox Multipurpose Recycled/20lb	Plain	75-91 gsm	125/125/105	Strong	+10
3M CG3700	Plain	92-135 gsm	125/125/105	Strong	+10
Domtar Microprint Color Copy/ 105 gsm	Plain	92-135 gsm	125/125/105	Strong	+10
Folex X475	Plain	92-135 gsm	125/125/105	Strong	+10
Avery 5160	Plain	163-216 gsm	125/125/105	Strong	+10
Avery 5352	Plain	163-216 gsm	125/125/105	Strong	+10
Domtar First Choice Cover & Card/ 65lb Cover (176 gsm)	Plain	163-216 gsm	125/125/105	Strong	+10
Domtar First Choice Cover & Card/ 80lb Cover (216 gsm)	Plain	163-216 gsm	125/125/105	Strong	+10

## bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

### BOOK/NEWS

Manufacturer/ Brand	Paper Type	Weight Setting	CPM 1250/1250P/1052	Pressure Power	Fuser Temperature (Celsius)
Boise X9/16lb (60 gsm)	Book/News	50-61 gsm	125/125/105	Strong	Standard Temp.
Springhill Digital Vellum Bristol Cover/ 67lb (150 gsm)	Book/News	136-162 gsm	70/70/70	Strong	Standard Temp.
Weyerhaeuser Cougar Opaque Cover/ 65lb Cover	Book/News	136-162 gsm	70/70/70	Strong	Standard Temp.
Xerox Cover/65lb Cover	Book/News	136-162 gsm	70/70/70	Strong	Standard Temp.
Springhill Digital Index (Formerly known as Index Plus) White/90lb Index	Book/News	163-216 gsm	70/70/70	Strong	Standard Temp.
Springhill Digital Index (Formerly known as Index Plus) White/110lb Index	Book/News	163-216 gsm	70/70/70	Strong	Standard Temp.
Xerox Business 90lb Index 3R11747/90lb	Book/News	163-216 gsm	70/70/70	Strong	Standard Temp.

### EMBOSSSED

Manufacturer/ Brand	Paper Type	Weight Setting	CPM 1250/1250P/1052	Pressure Power	Fuser Temperature (Celsius)
Via Linen Bright White/ 70lb Text (104 gsm) (Embossed 2)	Embossed	92-135 gsm	70/70/70	Strong	Standard Temp.
Strathmore Grandee White/ 118 gsm	Embossed 2	92-135 gsm	70/70/70	Strong	Standard Temp
Strathmore Pastelle Bright White/ 118 gsm	Embossed 2	92-135 gsm	70/70/70	Strong	Standard Temp
Classic Laid Digital Text/75lb Text (111 gsm)	Embossed 2	92-135 gsm	70/70/70	Strong	Standard Temp
Exact Vellum Bristol/57lb (125 gsm)	Embossed 2	92-135 gsm	70/70/70	Strong	Standard Temp
Springhill Digital Vellum Bristol Cover/ 67lb (148 gsm)	Embossed 2	136-162 gsm	70/70/70	Strong	Standard Temp
Exact Vellum Bristol/ 67lb (147 gsm)	Embossed 2	136-162 gsm	70/70/70	Strong	Standard Temp
Via Felt Bright White I-Tone/ 80lb Cover (216 gsm)	Embossed 2	163-216 gsm	70/70/70	Strong	Standard Temp
Classic Linen Digital Cover/ 80lb Cover (216 gsm)	Embossed 2	163-216 gsm	70/70/70	Strong	Standard Temp
Exact Vellum Bristol/80lb (175 gsm)	Embossed 2	163-216 gsm	70/70/70	Strong	Standard Temp

## **bizhub PRESS 1250/1250P/1052 Customer Expectation Guide**

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**Special Note:** The substrates mentioned above were extensively tested by Konica Minolta Business Solutions for the following, but not limited to print quality, jamming, separation, fusing, wrinkling, blistering, paper feed accessory output, including booklet saddle stitching and folding, stapling and finishing. At this time Konica Minolta Business Solutions can verify that these substrates as Approved Substrates. However, paper jams are inevitable and there are many precautions that can be taken to help reduce the occurrences. Some of the items to be aware of are:

- Environmental conditions of the operating equipment and paper storage.  
(see page 19 of the guide for optimal environmental temperature)
- Inspect substrate material prior to loading into the paper trays.  
Some of the items to inspect are:
  - ▶ Substrate material for any damage.
  - ▶ At times excess glue from the paper ream may adhere to the side of the substrate material may cause jamming in your machine.

We understand that there are many choices in regards to substrates for different applications if at any time you are having a concern with your substrate please immediately cease usage to avoid damage to your machine and contact your local Konica Minolta Business Solution Representative for assistance.

### **RECEIPT OF YOUR bizhub PRESS 1250 SERIES CUSTOMER EXPECTATION GUIDE**

We would like to extend our sincere gratitude for choosing an authorized Konica Minolta dealer partner as the service provider for your bizhub PRESS 1250/1250P/1052.

We understand the importance of communication to you, our customer. As a follow up to our visit please expect your local Konica Minolta Representative to send you a confirmation email regarding this document.

If at any time you may have concerns, questions or in need of assistance please feel free to contact your local Konica Minolta Dealer Representative.

## bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

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### EQUIVALENT WEIGHT

Bond	Offset	Cover	Tag	Index	Points	Caliper	Millimeters	Metric (gsm)
16	40	22	37	33	3.2	0.0032	0.081	60.2
18	45	24	41	37	3.6	0.0036	0.092	67.72
20	50	28	46	42	3.8	0.0038	0.0097	75.2
24	60	33	56	50	4.8	0.0048	0.012	90.3
28	70	39	64	58	5.8	0.0058	0.147	105.35
29	73	40		60	6	0.006	0.152	109.11
31	81	45	73	66	6.1	0.0061	0.155	116.63
35	90	48	80	74	6.2	0.0062	0.157	131.68
36	90	50	82	75	6.8	0.0068	0.173	135.45
39	100	54	90	81	7.2	0.0072	0.183	146.73
40	100	56	93	83	7.3	0.0073	0.185	150.5
43	110	60	100	90	7.4	0.0074	0.188	161.78
44	110	61	102	92	7.6	0.0076	0.193	165.55
47	120	65	108	97	8	0.0078	0.198	176.83
53	135	74	122	110	9	0.0085	0.216	199.41
54	137	75	125	113	9	0.0090	0.229	203.17
58	146	80	134	120	9.5	0.0092	0.234	218.22
65	165	90	150	135	10	0.0095	0.241	244.56
67	170	93	156	140	10.5	0.010	0.25	252.08
72	183	100	166	150	11	0.011	0.289	270.9
76	192	105	175	158	13	0.013	0.33	285.95
82	208	114	189	170	14	0.014	0.356	308.52
87	220	120	200	180	15	0.015	0.38	312
105	267	146	244	220	18	0.0175	0.445	385.06

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### bizhub PRESS 1250/1250P/1052 Specifications

Type	Console
Printing Process	Electrostatographic process using LED
Original Glass	Fixed
Photoconductor	OPC
Luminous Source	Rare gas fluorescent lamp
Developing System	Dry, dual-component reverse magnetic brush developing
Transfer Method	Belt
Fusing Method	Heat roller
Density Setting	Fixed: 9 levels (manual), 2 preset levels AES: Automatically detects the original image/background exposure level to adjust copy density. Background Removal: 9 levels (manual)
Quality Adjustment	Original Type: 4 types (Text/Photo, Dot Matrix, Photo, Text) Sharpness: 9 levels (manual) Text/Photo: 9 levels (Photo+ <-> Character+)
Magnification Ratio	1:1 (100%) Enlargement: 1:1.214 (121.4%), 1:1.294 (129.4%), 1:1.545 (154.5%), 1:2.000 (200%) Reduction: 1:0.939 (93.9%), 1:0.772 (77.2%), 1:0.647 (64.7%), 1:0.500 (50%) Zoom/Special ratio magnification ratio: 25% to 400% in 0.1% increments User preset zoom ratio: 3
Scanning Resolution	600 dpi" x 600 dpi
Printing Resolution	1200 dpi" x 1200 dpi
Gradation	256
Copy Paper	Fine, Plain, Coated, Blank Insert: 11 to 93 lb. Bond Book/News, Embossed: 11 to 57 lb. Bond Embossed 2: 21 to 57 lb. Bond In addition to Standard sizes, Custom, Wide Paper, Tab Paper, Postcard sizes are available. <ul style="list-style-type: none"> <li>• 81 to 93 lb. Bond paper is available from the middle trays (trays 4 and 7) of Paper Feeder Unit PF-703/PF-706.</li> <li>• Preprinted paper is available from Paper Feeder Unit PF-703 or from Paper Feeder Unit PF-706 mounted with Preprinted Paper Feeding Kit PP-701.</li> <li>• Postcards are available from Paper Feeder Unit PF-703/PF-706. To feed postcards from the main body trays, the postcard adapter (option) is required.</li> <li>• Labels and OHP transparencies are unavailable.</li> </ul>

Copying Speed (Simplex)	bizhub PRESS 1250: 125 sheets/min. (8.5" x 11"□, A4□), 70 sheets/min. (A3□), 68 sheets/min. (11" x 17"□) bizhub PRESS 1052: 105 sheets/min. (8.5" x 11"□, A4□), 60 sheets/min. (A3□), 59 sheets/min. (11" x 17"□)
Continuous Copying	1 to 9,999 copies
Memory	System memory: 512 MB (DDR2) Program stored memory: 64 MB (flash memory) Display main memory (compression and expansion buffer): 768 MB (SDR-SDRAM) Non-volatile memory: 1 MB (SRAM + battery backup) HDD: 250 GB
Original Type	Sheets, books (spread), three-dimensional objects Thickness: 30mm or less
Original Size	Standard: max. 11" x 17"□ (A3□) Custom: 11.67" x 16.97"
Original Weight	Approx. 15 lb. at maximum
Paper Size	Standard: 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 9" x 11"□, 5.5" x 8.5"□, Postcard, SRA3□, A3□, B4□, SRA4□, A4□/□, B5□/□, A5□, Foolscap Available to specify the detectable standard sizes for each tray in the Tray Setting which provides the following options: <ul style="list-style-type: none"> <li>• A5□ or 5.5" x 8.5"□ (5.5" x 8.5"□ selected by default)</li> <li>• SRA3□ or 12" x 18"□ (12" x 18"□ selected by default)</li> <li>• 8" x 13"□, 8.12" x 13.2"□, 8.25" x 13"□, 8.5" x 13"□ or 8.5" x 14"□ (8.5" x 14"□ selected by default)</li> </ul> Custom: min. 7.15" x 5.46" (182mm x 139 mm) to max. 12.76" x 18.23" (324 mm x 463mm) Wide Paper: 12" x 18"W□, 11" x 17"W□, 8.5" x 11"W□/□, 5.5" x 8.5"W □, A3W□, B4W□, A4W□/□, B5W□/□, A5W□ Tab Paper: 11" x 17"T□, 8.5" x 11"T□/□, 5.5" x 8.5"T □, A3T□, B4T□, A4T□/□, B5T□/□
Image Loss	Leading: 3 mm or less Trailing, right, and left edges: 2 mm or less
Paper Supply Method	Trays 1, 2; 1,500 sheets (22 lb. Bond)
Warm-Up Time	Approx. 7.0 minutes or less (20°, 50% RH, 230 V)
First-Page Copy Time	bizhub PRESS 1250: 2.8 seconds or less (8.5" x 11"□, A4□) bizhub PRESS 1052: 3.0 seconds or less (8.5" x 11"□, A4□)

continued



# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### bizhub PRESS 1250/1250P/1052 Specifications

continued

Noise	8.0 dB or less (using the measurement method compliant with ISO7779/9266)
Power requirements	AC 208–240 V/24 A; 60 Hz
Power consumption	5.76 KW or less (Paper Feeder Unit PF-703 x 2 + Main body + Large Capacity Post Inserter PI-PFU + Relay Unit RU-509 (+ Humidifier HM-102) + Relay Unit RU-510 + Folding Unit FD-503 + Saddle Stitcher SD-506 + Finisher FS-532)
Weight	820.1 lb. (372 kg)
Dimensions	<ul style="list-style-type: none"> <li>• Main body: 38.9"(W) x 35.8"(D) x 57.1"(H) inches</li> <li>• Main body + Paper Feeder Unit PF-703 + Relay Unit RU-510 + Folding Unit FD-503 + Finisher FS-532: 142.8"(W) x 35.8"(D) x 57.1"(H) inches</li> </ul>
Space requirements	(Space required for the safe operation) 7.9 inches or more from the back (back side of the duct); 3.9 inches or more from both right and left sides
Operating temperature	10°C (50°F) to 30°C (86°F)*
Humidity	10% to 80%*

### Duty Cycle

**bizhub PRESS 1250/1250P:** 3,000,000


**bizhub PRESS 1052:** 2,000,000

Maximum monthly copy/print volume supported under standard vendor supplied service. Defines the upper end of the expected customer volume for the device. Customers should consider multiple machines if average monthly volume approaches duty cycle on continual basis.

### Environmental Requirements

Temperature	50° to 86° F
Humidity	10–80% RH
Standby Noise	60 dBA
Operating Noise	80 dBA
Ozone Emission	<b>1250/1250P:</b> < 0.025 mg/m <sup>2</sup> <b>1052:</b> < 0.020 mg/m <sup>2</sup>

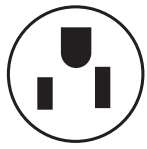
### Electrical Requirements — Engine

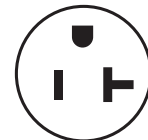
Line Options	Dedicated	NEMA Diagram for L6-30R
Voltage	208-240V AC	
Amperage	24 A	
Cycles	60 Hz	
NEMA Part No.	L6-30R	
Cord Length:	7.5 ft.	

NOTE: The main electrical outlet must be located within 7.5 feet from the right rear corner of the bizhub PRESS 1250/1250P/1052.

### Electrical Requirements — Options

All system options are powered by the engine except the following components which require their own electrical outlets:

RU-509 Relay Unit	5-15R or 5-20R	NEMA Diagram for 5-15R
PB-503 Perfect Binder	5-15R or 5-20R	
GP-501 Punch Unit	5-15R or 5-20R	
GP-502 Ring Binder	5-15R or 5-20R	NEMA Diagram for 5-20R



NOTE: The main electrical outlet must be located within 7.5 feet from the right rear corner of the bizhub PRESS 1250/1250P/1052.

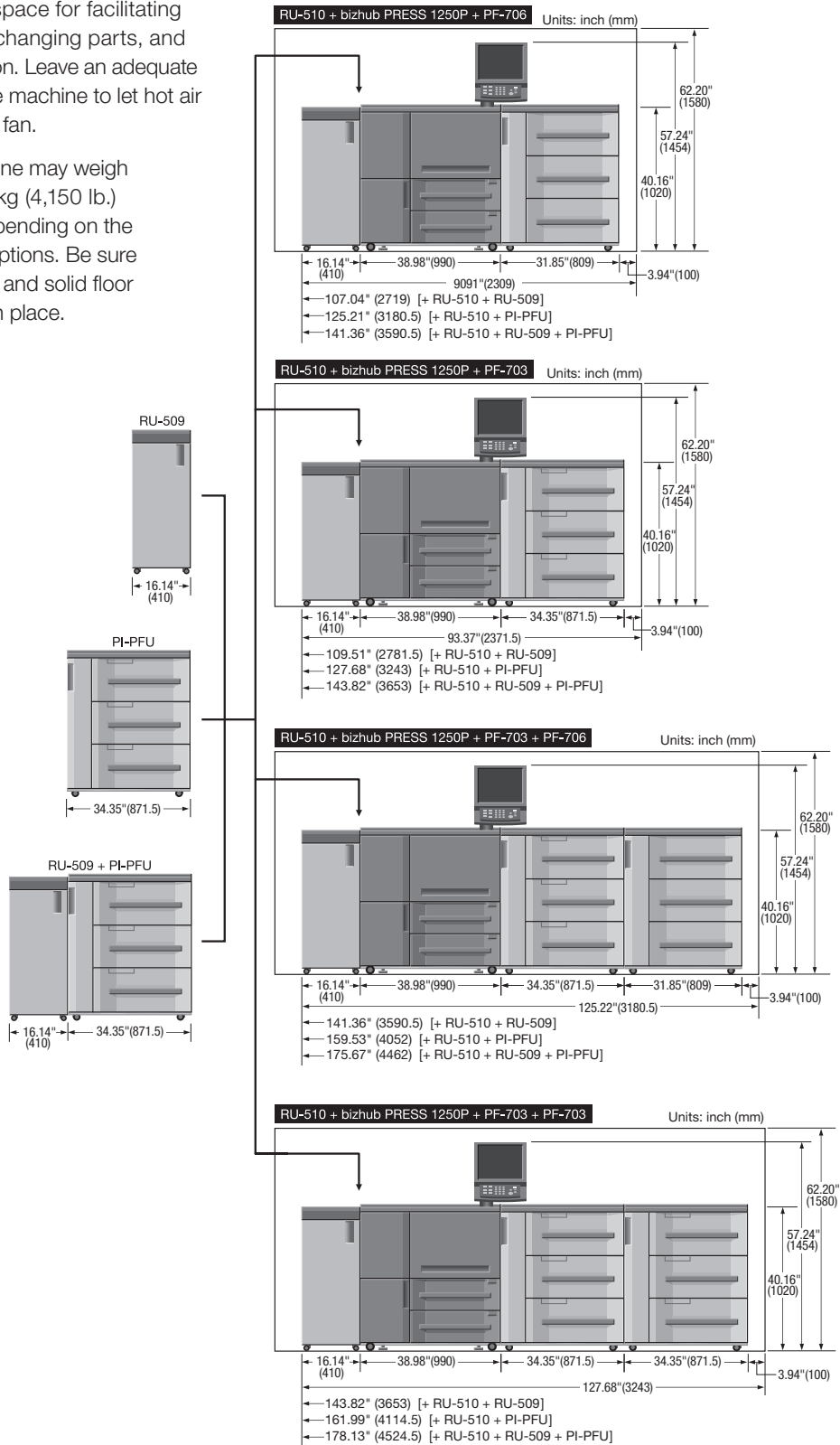
# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

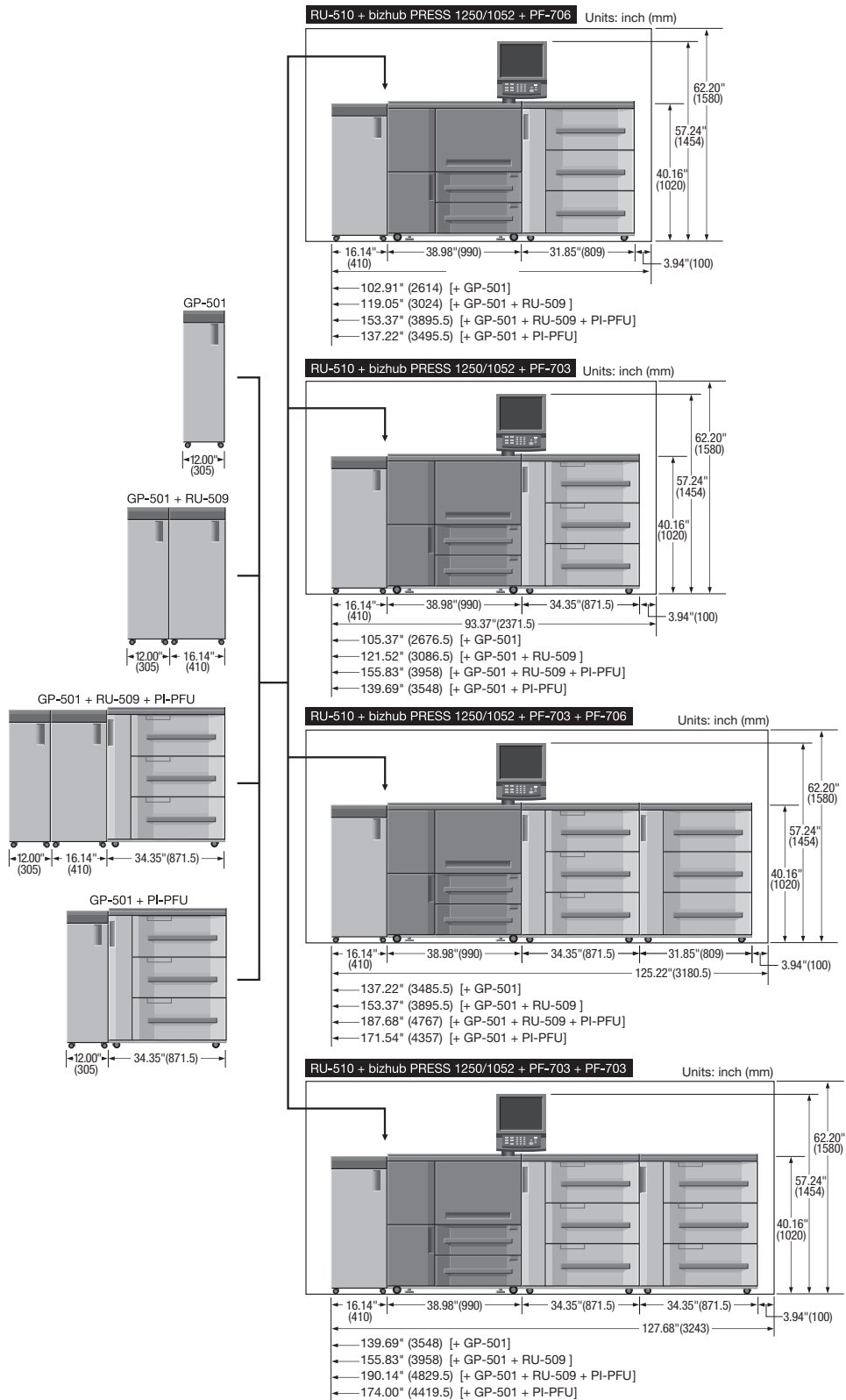
### Space Requirements

Allow sufficient space for facilitating print operation, changing parts, and periodic inspection. Leave an adequate space behind the machine to let hot air out from the rear fan.

The whole machine may weigh approx. 1882.4 kg (4,150 lb.) at maximum, depending on the combination of options. Be sure to choose a level and solid floor for the installation place.



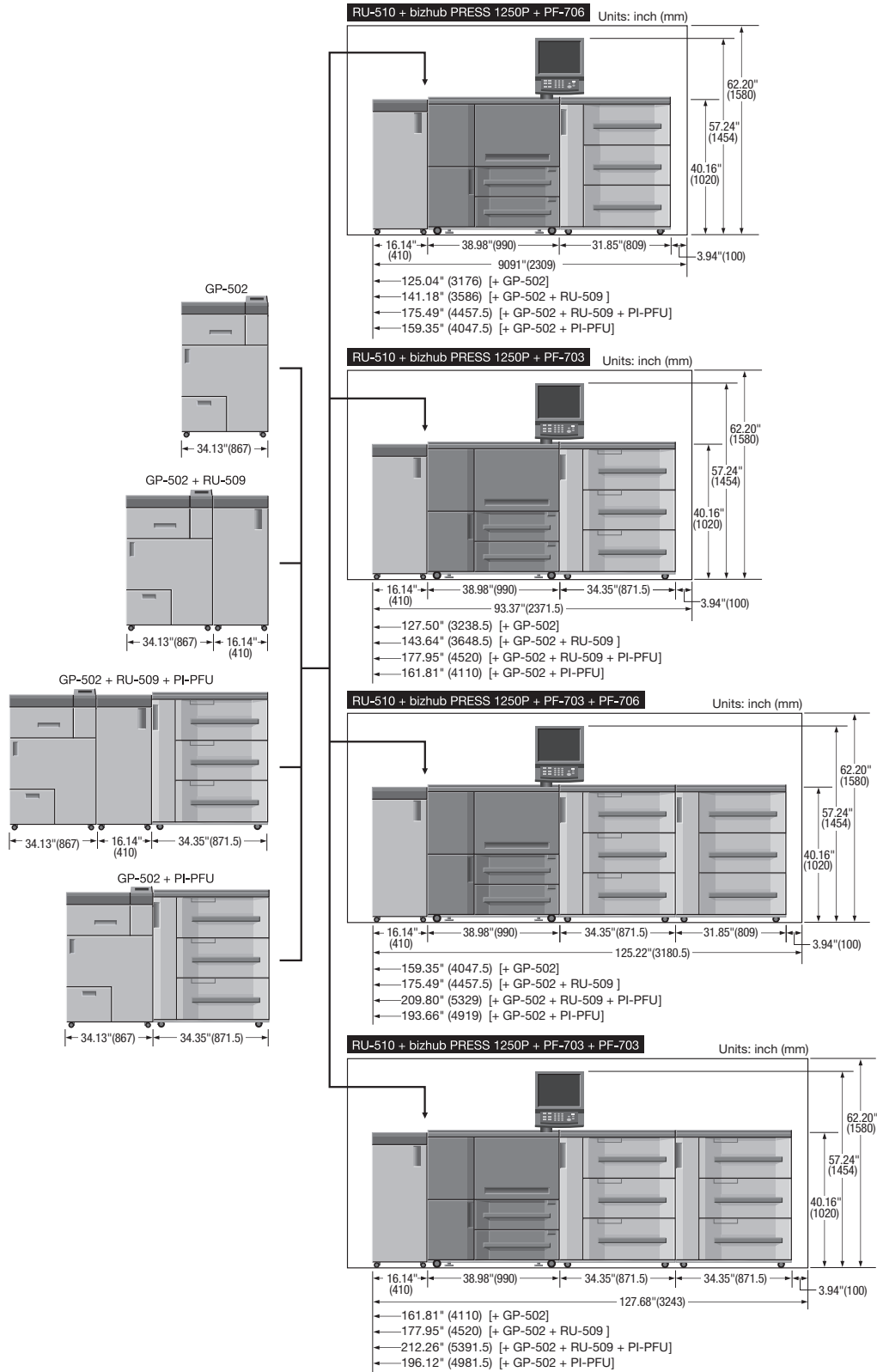
### Space Requirements



# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

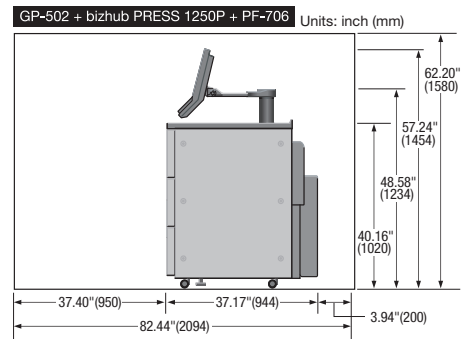
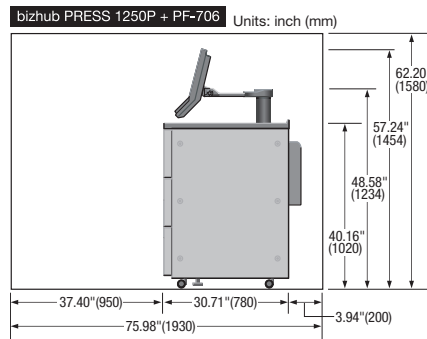
### Space Requirements



# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### Space Requirements



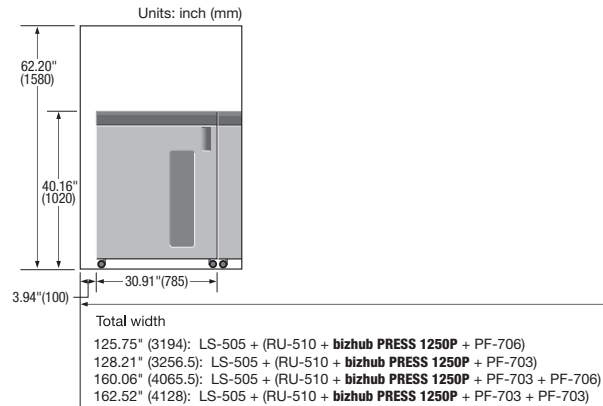
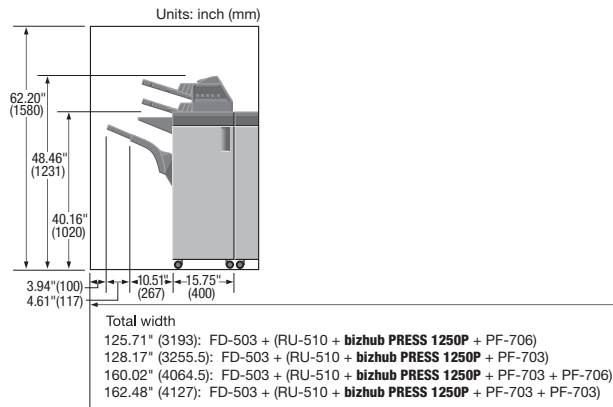
# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### Space Requirements

Additional space will be required when the following options are installed.

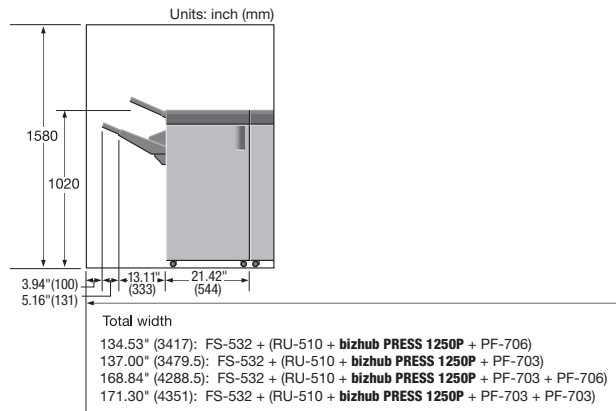
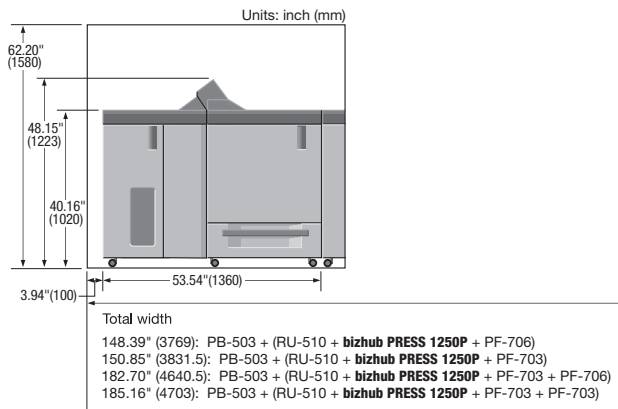
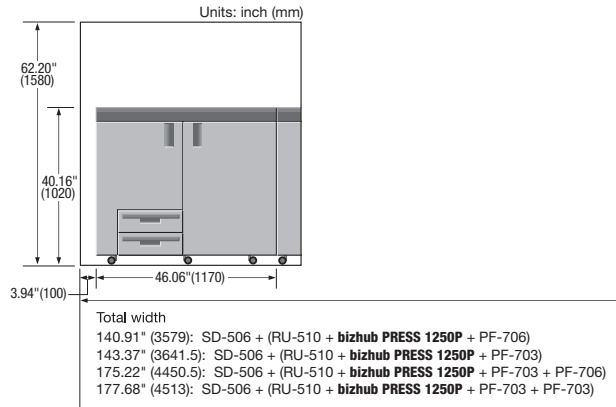
RU-509	+ 16.2"	+ 410 mm
PI-PFU	+ 34.3"	+ 871.5 mm
RU-509 + PI-PFU	+ 50.5"	+ 1,281.5 mm
GP-501	+ 12.0"	+ 305 mm
GP-501 + RU-509	+ 28.2"	+ 715 mm
GP-501 + RU-509 + PI-PFU	+ 62.5"	+ 1,586.5 mm
GP-501 + PI-PFU	+ 46.3"	+ 1,176.5 mm
GP-502	+ 34.2"	+ 867 mm
GP-502 + RU-509	+ 50.3"	+ 1,277 mm
GP-502 + RU-509 + PI-PFU	+ 84.6"	+ 2,148.5 mm
GP-502 + PI-PFU	+ 68.5"	+ 1,738.5 mm



# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

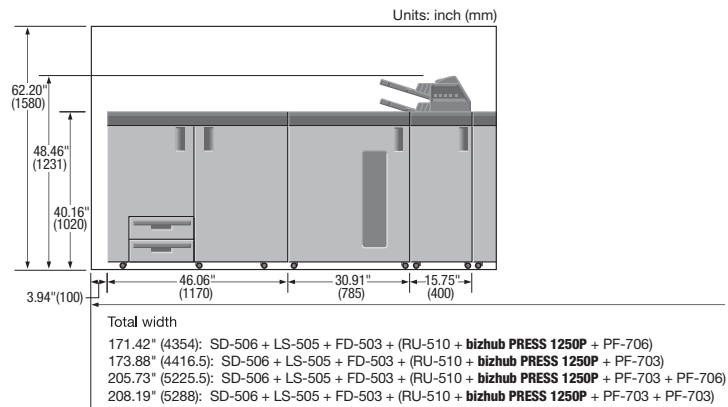
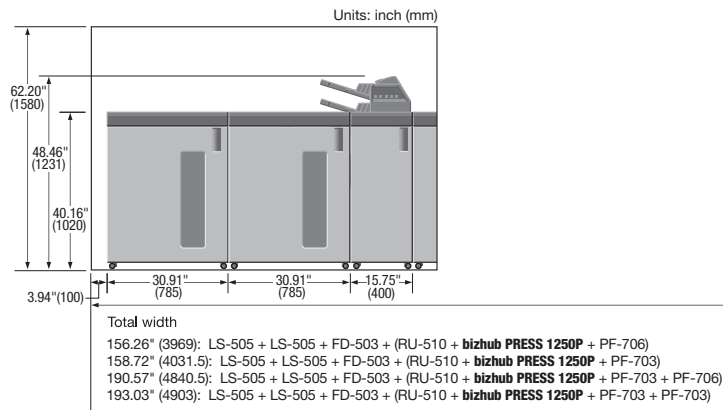
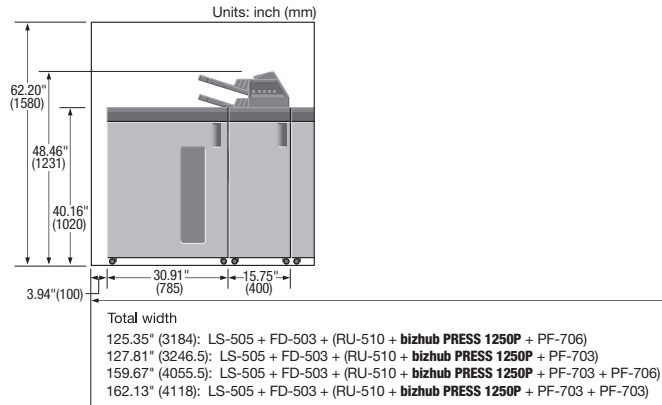
### Space Requirements



# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### Space Requirements

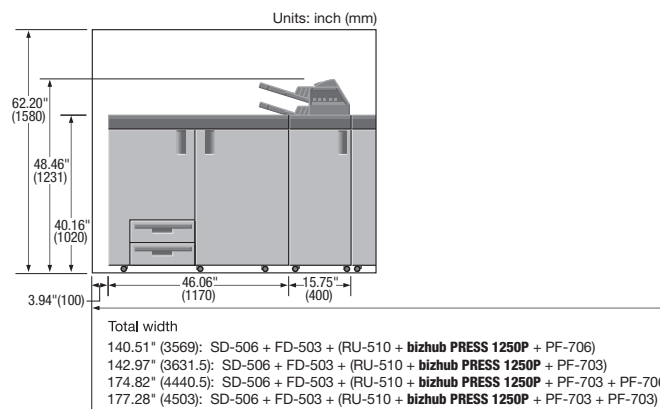
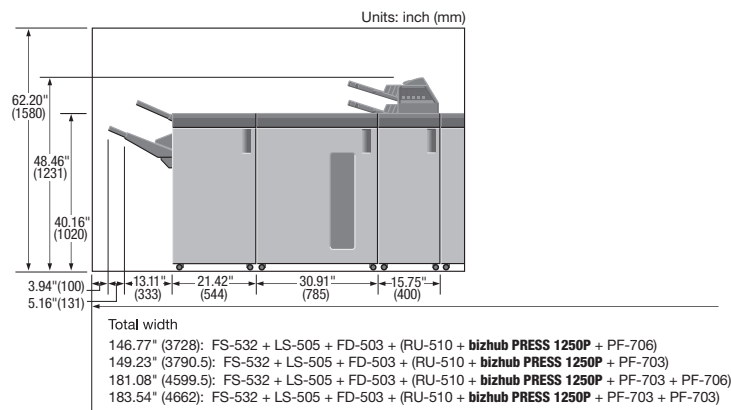
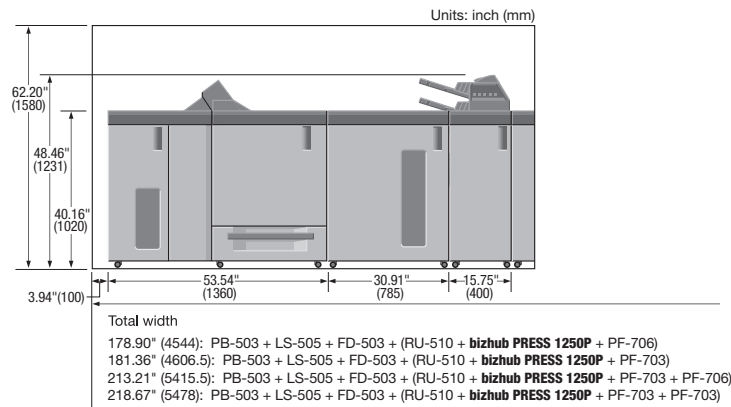




# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

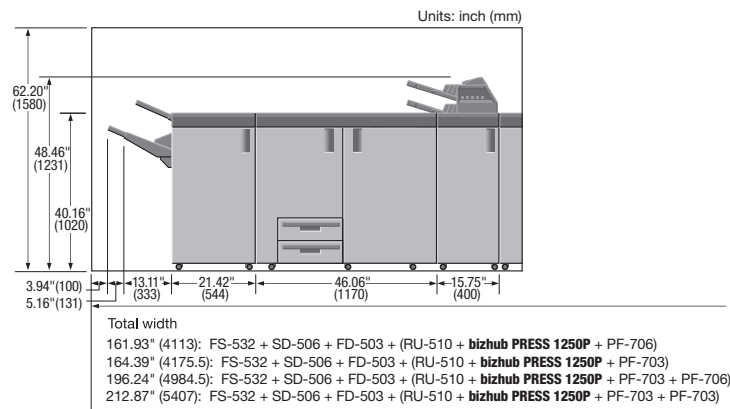
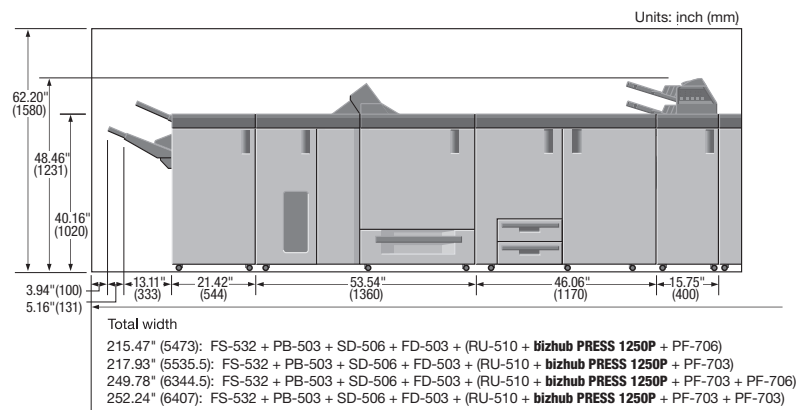
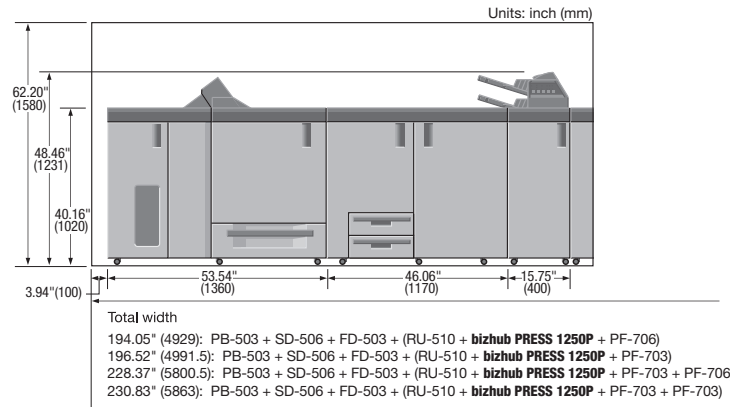
### Space Requirements



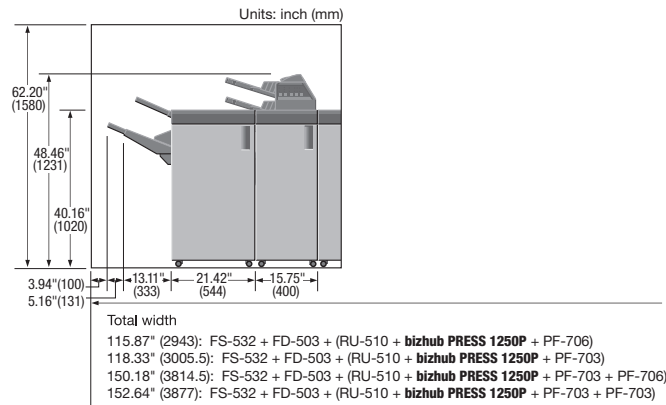
# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### Space Requirements



### Space Requirements



### Operation Precautions

To ensure the optimum performance of this machine, observe the precautions described below.

#### Power Source

The power source requirements are as follows:

- Voltage: 208V to 240V AC
- Frequency: 60Hz

Use a power source with as little voltage or frequency fluctuations as possible.

#### Operating Environment

The environmental requirements for correct operation of the machine are as follows.

- Operating temperature: 10°C (50°F) to 30°C (86°F)
- Humidity: 10% to 80%

#### Handling of Toner Bottles

Please read the following precautions carefully before handling a toner bottle, and be sure to handle it with enough care.

- Do not force open the toner bottle. If toner tumbles from the toner bottle, take utmost care to avoid inhaling it or even getting skin contact.
- If toner lands on your skin or clothing, wash thoroughly with soap and water.
- If you inhale toner, move to a place with fresh air and gargle with a lot of water repeatedly. Should you get symptoms such as coughing, seek medical advice.
- If you get toner into your eyes, immediately rinse them with running water for over 15 minutes. Seek medical advice if irritation persists.

- If you swallow toner, rinse out your mouth and drink a few glasses of water. Seek medical advice if necessary.
- Keep toner bottles out of the reach of babies and children.

#### Storage of Printed Materials

To store printed materials, follow the recommendation listed below.

- Printed materials that are to be kept for a long time should be stored where they are not exposed to light or high temperature in order to prevent them from fading or sticking together.
- Adhesive that contains solvent (e.g., spray glue) may dissolve the toner on printed materials.

#### Ozone Release

During print operation, a small quantity of ozone is released. This amount is not large enough to harm anyone adversely. However, be sure the room where the machine is being used has adequate ventilation, especially if you are printing a high volume of materials, or if the machine is being used continuously over a long period.

#### Direct Sunlight

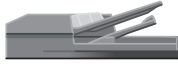
Do not install the machine and its options in a place exposed to direct sunlight, otherwise the machine performance may be degraded or any trouble may be caused.

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

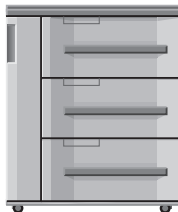
### Component Considerations

#### ADF DF-616



Original weight	14 to 34 lb. Bond 14 to 53 lb. Bond (single-sided original using Single Feed)
Original size	11" x 17"□, 8.5" x 14"□, 8.5" x 11"□, A3□, B4□, A4□/□, B5□/□, A5□
Original capacity	Max. 100 sheets (22 lb. Bond)
Original insertion	Automatic feed
Weight	Approx. 66.1 lbs.
Dimensions	25.5"(W) x 22.4"(D) x 6.7"(H)
Power source	Supply from main body

#### Paper Feeder Unit PF-703 (Tray 3 to Tray 8)



Function	Feed paper into main body
Configuration	3 paper trays
Paper tray capacity	Trays 3, 6: 1,300 sheets (22 lb. Bond, height 150 mm) each Trays 4, 5, 7, 8: 1,850 sheets (22 lb. Bond, height 203.5 mm) each
Paper size	Standard: 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 9" x 11"□, Foolscap, Postcard□*, SRA3□, A3□, B4□, A4□/□, SRA4□, B5□/□, A5□*: Use the small size guides to load postcards into the paper feeder unit. Custom: min. 5.89" x 5.26" to max. 12.76" x 18.23" Using small size guides: min. 3.73" x 5.26" Wide Paper: 12 x 18W□, 11 x 17W□, 8.5 x 11W□/□, 5.5" x 8.5"W□, A3W□, B4W□, A4W□/□, B5W□/□, A5W□ Tab Paper: 11 x 17T□, 8.5" x 11"T□/□, 5.5" x 8.5"T□, A3T□, B4T□, A4T□/□, B5T□/□ Available to specify the detectable standard sizes for each tray in the Tray Setting which provides the following options: <ul style="list-style-type: none"> <li>• A5□ or 5.5" x 8.5"□ (A5□ selected by default)</li> <li>• SRA3□ or 12" x 18"□ (12" x 18"□ selected by default)</li> <li>• 8" x 13"□, 8.12" x 13.2"□, 8.25" x 13"□, 8.5" x 13"□ or 8.5" x 14"□ (8.5" x 14"□ selected by default)</li> </ul>
Paper type	Plain, Fine, Coated, Preprinted, Book/News, Embossed, Blank Insert, Embossed2
Paper weight	11 to 93 lb. Bond (81-93 lb. Bond is available from the middle tray only.)
Dimensions	34.2 (W) x 30.6 (D) x 40.8 (H) inches
Weight	Approx. 410.1 lb.
Power source/requirements	DC: 5 V, 12 V, 24V, 36V (supplied from main body) AC: 200 to 240 V (50/60 Hz)
Power consumption	DC: 90 W or less AC: 100 W or less

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

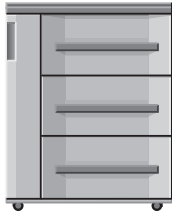
### Component Considerations continued

#### Dehumidifier Heater HT-505 (Equipped in Paper Feeder Unit PF-703)



Function	Dehumidifier of fan heater type (two units)
Dimensions	Dehumidifier fan unit: 7.7 (W) x 11.5 (D) x 3.2 (H) inches Power supply unit: 4.8 (W) x 6.3 (D) x 3.1 (H) inches
Weight	Dehumidifier fan unit: 3.3 lb. (per unit) AC power supply unit: 2.0 lb. Power source DC: 24/5 V (supplied from main body)
Maximum Power Consumption	DC: 6 W or less AC: 580 W or less

#### Paper Feeder Unit PF-706 (Tray 3 to Tray 8)



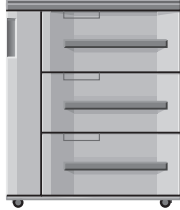
Function	Feed paper into main body
Configuration	3 paper trays
Paper Tray Capacity	2,000 sheets (22 lb. Bond, height 217 mm) each
Paper Size	Standard: 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 9" x 11"□, Foolscap, Postcard□*, SRA3□, A3□, B4□, A4□/□, SRA4□, B5□/□, A5□*: Use the small size guides to load postcards into the paper feeder unit. See page 5-17 for details. Custom: min. 7.15" x 5.46" to max. 12.76" x 18.23" Using small size guides: min. 3.73" x 5.26" Wide Paper: 12 x 18W□, 11 x 17W□, 8.5 x 11W□/□, 5.5" x 8.5"W□, A3W□, B4W□, A4W□/□, B5W□/□, A5W□ Tab Paper: 11 x 17T□, 8.5" x 11"T□/□, 5.5" x 8.5"T□, A3T□, B4T□, A4T□/□, B5T□/□ Available to specify the detectable standard sizes for each tray in the Tray Setting which provides the following options: • A5□ or 5.5" x 8.5"□ (A5□ selected by default) • SRA3□ or 12" x 18"□ (12" x 18"□ selected by default) • 8" x 13"□, 8.12" x 13.2"□, 8.25" x 13"□, 8.5" x 13"□ or 8.5" x 14"□ (8.5" x 14"□ selected by default)
Paper Type	Plain, Fine, Coated, Preprinted, Book/News, Embossed, Blank Insert, Embossed2 • Preprinted paper is available only when mounted with Preprinted Paper Feeding Kit PP-701.
Paper Weight	11 to 93 lb. Bond (81-93 lb. Bond is available from the middle tray only.)
Dimensions	31.8 (W) x 30.6 (D) x 40.8 (H) inches
Weight	Approx. 330.7 lb.
Power Source/Requirements	DC: 5 V, 12 V, 24V, 36V (supplied from main body) Requirements AC: 200 to 240 V (50/60 Hz)
Power Consumption Requirements	DC: 100 W or less AC: 40 W or less

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### Component Considerations

#### Large Capacity Post Inserter PI-PFU (PF-703 + PI-PFU Kit FA-501)



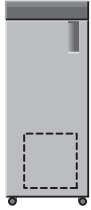
Function	Feed paper for covers/insertions without printing
Configuration	3 paper trays (PI-PFU1 to PI-PFU3)
Paper Tray Capacity	Upper tray: 1,300 sheets (22 lb. Bond, height 150 mm) Middle/Lower tray: 1,850 sheets (22 lb. Bond, height 203.5 mm) each
Paper size	Standard (detectable sizes): 12" x 18" □, 11" x 17" □, 8.5" x 14" □, 8.5" x 11" □/□, 9" x 11" □, Foolscap, SRA3 □, A3 □, B4 □, A4 □/□, SRA4 □, B5 □/□, A5 □ Available to specify the detectable standard sizes for each tray in the Tray Setting which provides the following options: <ul style="list-style-type: none"> <li>• A5 □ or 5.5" x 8.5" □ (A5 □ selected by default)</li> <li>• SRA3 □ or 12" x 18" □ (12" x 18" □ selected by default)</li> <li>• 8" x 13" □, 8.12" x 13.2" □, 8.25" x 13" □, 8.5" x 13" □ or 8.5" x 14" □ (8.5" x 14" □ selected by default)</li> </ul> For perfect binding covers (Custom): min. 5.89" x 5.26" to max. 12.76" x 18.23" Using small size guides: min. 3.73" x 5.26"
Paper type	Plain, Fine, Coated, Preprinted, Book/News, Embossed, Blank Insert, Embossed2
Paper weight	11 to 93 lb. Bond (81-93 lb. Bond is available from the middle tray only.)
Dimensions	34.2 (W) x 30.6 (D) x 40.8 (H) inches
Weight	Approx. 429.9 lb. (including FA-501: 19.8 lb)
Power Source/ Requirements	DC: 5 V, 12 V, 24V, 36V (supplied from main body) AC: 200 to 240 V (50/60 Hz)
Power consumption	Max. 36 W higher than PF-703

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### Component Considerations continued

#### Relay Unit RU-509



Type	Relay unit with paper-cooling and curl adjustment functions
Mechanical Curl Adjustment	Adjust paper curl by letting it through a zigzag path, then deliver paper accelerating it according to the basic line speed determined for finishing operation.
Humidifying Curl	Humidify paper using Humidifier HM-102, then deliver paper Adjusting it according to the basic line speed determined for finishing operation.
Straight Delivery	Deliver paper accelerating it according to the basic line speed determined for finishing operation, without making mechanical or humidifying curl adjustment.
Conveyance Speed	bizhub PRESS 1250: 125 sheets/min. (8.5" x 11"□, A4□, B5□) bizhub PRESS 1052: 105 sheets/min. (8.5" x 11"□, A4□, B5□)
Paper Size	Standard: 13" x 19"□, 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 9" x 11"□, 5.5" x 8.5"□, Foolscap, Postcard□, SRA3□, A3□, B4□, A4□/□, SRA4□/□, B5□/□, A5□ Custom: max. 12.97" x 19.14" to min. 3.93" x 5.50" Wide Paper Tab Paper
Paper Type	Recommended for main body
Paper Weight	11 to 93 lb. Bond
Dimensions	16.1 (W) x 28.9 (D) x 40.1 (H) inches
Weight	Approx. 132.3 lb.
Power Source	120 V, 60 Hz; 3.6 A
Maximum Power Consumption	430 W (including subsequent options)

#### Humidifier HM-102 (Equipped in Relay Unit RU-509)



Type	Paper humidifying kit
Function	Humidify paper on both front and back sides uniformly to make a curl adjustment.
Processing speed	bizhub PRESS 1250: 125 sheets/min. (8.5" x 11"□, A4□, B5□) bizhub PRESS 1052: 105 sheets/min. (8.5" x 11"□, A4□, B5□)
Humidifier tank capacity	20 liters (equivalent of approx. 100,000 prints)
Paper size	Conforms to that of Relay Unit RU-509
Paper type	Recommended for main body
Paper weight	Humidifier OFF: 11 to 93 lb. Bond Humidifier ON: 14 to 93 lb. Bond (except 36 lb. Bond or less for Coated)
Dimensions	13.3 (W) x 25.1 (D) x 18.0 (H) inches
Weight	Approx. 66.1 lb.
Power source	24 V DC inlet (internal battery), except 5 V DC supplied from Relay Unit RU-509

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### Component Considerations

#### Relay Unit RU-510

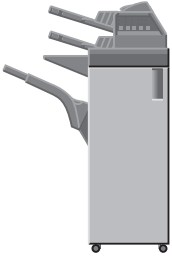


Type	Relay unit with 2-ply reversing function
2-ply Reversing Delivery	Deliver two sheets in layers while reversing them to the subsequent finishing equipment in simplex printing.
1-ply Reversing Delivery	Deliver each sheet while reversing it to the subsequent finishing equipment in simplex printing.
Straight Delivery	Deliver each sheet without reversing it in face-up printing or duplex printing.
Conveyance Speed	bizhub PRESS 1250: 125 sheets/min. (8.5" x 11"□, A4□, B5□) bizhub PRESS 1052: 105 sheets/min. (8.5" x 11"□, A4□, B5□)
Paper Size	Standard: 13" x 19"□, 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 9" x 11"□, 5.5" x 8.5"□, Foolscap, Postcard□, SRA3□, A3□, B4□, A4□/□, SRA4□/□, B5□/□, A5□ Custom: max. 13.00" x 19.17" (331 mm x 488 mm) to min. 3.73" x 5.26" (95 mm x 133 mm) Wide Paper Tab Paper
Paper Type	Recommended for main body
Paper Weight	Straight delivery: 11 to 93 lb. Bond 1-ply reversing delivery: 11 to 80 lb. Bond 2-ply reversing delivery: 11 to 68 lb. Bond (11 to 57 lb. Bond for bizhub PRESS 1250)
Dimensions	16.1 (W) x 28.4 (D) x 40.1 (H) inches
Weight	Approx. 77.2 lb.
Power Source	24/5 VDC (supplied from the precedent option)
Maximum Power Consumption	68 W



### Component Considerations continued

#### Folding Unit FD-503



Function	Punch, multi-folding, post inserting of single sheet	
	Punch	Number of Holes      2 or 3
	Hole Diameter	2 holes: 0.256" ± 0.020" (6.5mm± 0.5 mm) 3 holes: 0.315" ± 0.020" (8.0mm± 0.5 mm)
	Hole Pitch	2 holes: 2.756" ± 0.020" (70mm± 0.5mm) 3 holes: 4.252" ± 0.020" (108mm± 0.5 mm)
	Hole Vertical Position	2 holes: 0.413" ± 0.157" (10.5 mm ± 4 mm) 3 holes: 0.374" ± 0.157" (9.5 mm ± 4 mm)
Paper Weight	14 to 57 lb. Bond	
Available Sizes	2 holes: 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 5.5" x 8.5"□, 9" x 11"□, A3□, B4□, SRA4□, A4□/□, B5□/□, A5□, Foolscap, Tab Paper 3 holes: 12" x 18"□, 11" x 17"□, 8.5" x 11"□, 9" x 11"□, A3□, B4□, A4□, B5□, Tab Paper	
Fold	Fold types	Z-Fold, Tri-Fold-in, Tri-Fold-out, Half-Fold, Double Parallel, Gate
	Paper weight	Z-Fold, Tri-Fold-in, Tri-Fold-out, Half-Fold: 14 to 34 lb. Bond Double Parallel, Gate: 14 to 24 lb. Bond
	Available sizes	Standard: 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□, A3□, B4□, A4□, SRA4□ Custom: max. 11.98" x 18.00" (305 mm x 458 mm) to min. 8.25" x 10.96" (210 mm x 279 mm)
Straight delivery	Function	Deliver sheets output from the main body to the primary (main) tray or multi folder tray.
	Paper weight	11 to 93 lb. Bond
	Available sizes	Standard: 13" x 19"□, 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 5.5" x 8.5"□, 9" x 11"□, SRA3□, A3□, B4□, SRA4□/□, A4□/□, B5□/□, A5□, Foolscap Custom: max. 13.00" x 18.98" (331 mm x 483 mm) to min. 3.73" x 5.46" (95 mm x 139 mm) Wide Paper Tab Paper (only with the tab side ahead in output direction)
Post inserter	Paper types	Plain, Recycled, Fine, Special
	Paper weight	21 to 57 lb. Bond
	Available sizes	Standard (detectable sizes): 13" x 19"□, 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 5.5" x 8.5"□, SRA3□, A3□, B4□, A4□/□, SRA4□/□, B5□/□, A5□, Foolscap Detectable standard sizes can be switched as follows: <ul style="list-style-type: none"> <li>• A5□ or 5.5" x 8.5"□</li> <li>• SRA4□, A4□ and one of 8.5" x 14"□, 8" x 13"□, 8.12" x 13.2"□, 8.25" x 13"□, 8.5" x 13"□, or 8.5" x 11"□ and one of 8.5" x 14"□, 8" x 13"□, 8.12" x 13.2"□, 8.25" x 13"□, 8.5" x 13"□</li> <li>• 8.5" x 11"□ or 9" x 11"□</li> </ul> For perfect binding covers (Custom): min. 7.15" x 5.46" (182 mm x 139 mm) to max. 13.00" x 18.98" (331 mm x 483 mm)
	Stack Capacity of Upper/Lower Tray	500 sheets (22 lb. Bond) for each tray

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### Component Considerations

#### Folding Unit FD-503 continued

Dimensions	15.7*(W) x 28.4 (D) x 48.4 (H) inches * Width including primary (main) tray: 26.2 inches/30.8 inches (with the edge pulled out)
Weight	Approx. 286.6 lb.
Power source	100 to 240 VAC, 5 VDC

#### Large Capacity Stacker LS-505



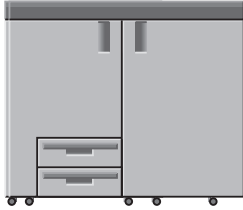
Type	Grip conveyer type horizontal stacking equipment	
Function	Stacker: Sort	Deliver non-offset sets to the stacker tray.
	Secondary (sub) tray	Deliver non-offset sets to the secondary (sub) tray.
	Stacker: Offset Sort	Offset sorted sets by 20 mm upon exit to the stacker tray.
Available sizes in the stacker	Standard: 13" x 19"□, 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 9" x 11"□, SRA3□, A3□, B4□, SRA4□/□, A4□/□, B5□, A5□, Foolscap Custom: max. 13.00" x 18.98" to min. 8.25" x 5.82" Wide Paper Tab Paper (1 to 15 tabs*) (However, output sets cannot be offset when including tabbed sheets.) * Except 4 tabs and 10 tabs	
Available weight in the stacker	14 to 65 lb. Bond	
Available sizes in the secondary (sub) tray	Standard: 13" x 19"□, 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 5.5" x 8.5"□, 9" x 11"□, SRA3□, A3□, B4□, SRA4□/□, A4□/□, B5□/□, A5□, Foolscap Custom: max. 13.00" x 19.17" to min. 3.73" x 5.46" Wide Paper Tab Paper (only with the tab side ahead in output direction)	
Available weight in the secondary (sub) tray	14 to 93 lb. Bond	
Dimensions	30.8 (W) x 28.4 (D) x 40.1 (H) inches	
Weight	Approx. 242.5 lb.	
Power Source	100 to 240 VAC, 5 VDC	
Maximum Power Consumption	143 W or less	

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### Component Considerations continued

#### Saddle Stitcher SD-506



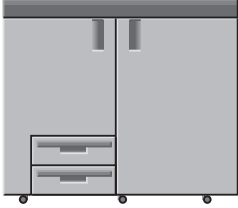
Type	Folding and stapling equipment with multi-folding and edge trimming functions.		
Delivery modes	Secondary (Sub) Tray Delivery	Deliver non-processed sheets to the secondary (sub) tray.	
	Connective Delivery	Deliver non-processed sheets to the finishing equipment.	
	Fold & Staple	Output saddle-stitched sets to the fold & staple tray.	
	Fold & Staple with Trimming	Output saddle-stitched and trimmed sets to the fold & staple tray.	
	Multi Half-Fold	Output a sheet or set of paper folded in half to the fold & staple tray.	
	Multi Half-Fold with Trimming	Output a sheet or set of paper half-folded and trimmed in the edge to the fold & staple tray.	
	Multi Tri-Fold	Output a sheet or set of paper folded in three to the tri-fold tray.	
Folding	Folding Types	Multi Half- Fold, Multi Tri-Fold	
	Paper Sizes	Multi Half Fold: Standard: 12" x 18"☐, 11" x 17"☐, 8.5" x 14"☐, 8.5" x 11"☐, SRA3☐, A3☐, B4☐, SRA4☐, A4☐, B5☐, Foolscap Custom: max. 12.76" x 18.23" (324 mm x 463 mm) to min. 7.17" x 10.12" (182 mm x 257 mm) Multi Tri-Fold: Standard: 8.5" x 11"☐, A4☐	
	Paper Weight	Multi Half Fold: 14 to 65 lb. Bond Multi Tri-Fold: 14 to 24 lb. Bond	
	Number of Sheets Per Folded Set	Multi Half-Fold: 5 sheets (14 to 22 lb. Bond) 3 sheets (23 to 34 lb. Bond) 2 sheets (35 to 65 lb. Bond) Multi Tri-Fold: 5 sheets (14 to 22 lb. Bond) 3 sheets (23 to 24 lb. Bond)	
	Stack capacity	Multi Half-Fold: 30 sets (Fold & staple tray) Multi Tri-Fold: 20 sets (Tri-fold tray) Provided with full-load detection function	
	Folding and Stapling/ Trimming	Paper sizes	Standard: 12" x 18"☐, 11" x 17"☐, 8.5" x 14"☐, 8.5" x 11"☐, SRA3☐, A3☐, B4☐, SRA4☐, A4☐, B5☐, Foolscap Custom: max. 12.76" x 18.23" (324 mm x 463 mm) to min. 7.17" x 10.12" (182 mm x 257 mm) Wide Paper
		Paper Weight	14 to 65 lb. Bond
Binding Pitch		Variable (3.54" to 6.50" (90 to 165mm))	
Trimming Capacity		100 sheets (50 sheets (21 lb. Bond) x 2, or {49 sheets (21 lb. Bond) + 1 (53 lb. Bond)} x 2)	

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### Component Considerations

#### Saddle Stitcher SD-506 continued



Straight delivery

Paper sizes

Standard: 13" x 19" ☐, 12" x 18" ☐, 11" x 17" ☐, 8.5" x 14" ☐, 8.5" x 11" ☐/☐, 5.5" x 8.5" ☐, SRA3 ☐, A3 ☐, B4 ☐, SRA4 ☐/☐, A4 ☐/☐, B5 ☐/☐, A5 ☐, Foolscap, 9" x 11" ☐  
 Custom: max. 12.99" x 19.17" (331 mm x 488 mm) to min. 3.94" x 5.83" (95 mm x 139 mm)  
 Wide Paper  
 Tab Paper (only with the tab side ahead in output direction)

Paper Weight

14 to 93 lb. Bond

Dimensions

46.0 (W) x 30.5 (D) x 48.1 (H) inches

Weight

Approx. 617.3 lb.

Power source

100 to 240 VAC, 5 VDC

Max. Power Consumption

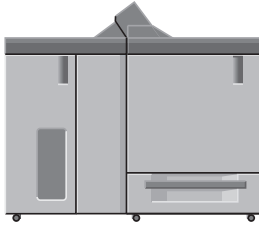
270 W

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### Component Considerations continued

#### Perfect Binder PB-503



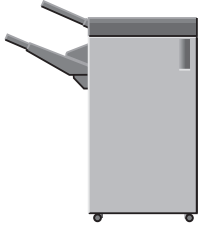
Type	Console, hot-melt type perfect binder	
Function	Perfect Binding	Output perfect-bound books to the perfect binder tray.
	Secondary (Sub) Tray	Deliver non-processed sheets to the secondary (sub) tray.
	Connective Delivery	Deliver non-processed sheets to another finishing equipment (Finisher FS-532).
Number of sheets per set	10 to 300 sheets, or within 30 mm thick 10 to 150 sheets, or within 15 mm thick for colored/matted paper Up to 4 sheets of z-folded insertions can be included in a set in duplex printing, up to 2 sheets in simplex printing.	
Perfect binding	Paper Sizes	Body: Standard: 8.5" x 11"□, 5.5" x 8.5"□/□, A4□, B5□, A5□ Custom: max. 12.06" x 8.68" to min. 5.46" x 8.27" Cover: Custom: max. 12.06" x 18.55" to min. 5.46" x 10.96"
	Paper Weight	18 to 24 lb. Bond for body 23 to 57 lb. Bond for cover
	Paper Types	Plain, Fine for body Fine, Coated for cover
	Stack Capacity	Perfect binder tray: 1 set of maximum thickness (approx. 1.18"/30mm) x 2 columns (approx. 6,600 sheets) The full-load detection function activated on perfect binder limits the capacity as follows in order to prevent the piled sets from collapsing. 10 to 30-sheet-bound set: 50 sets 31 to 150-sheet-bound set: 35 sets or until detected as full load 151 to 300-sheet-bound set: Until detected as full load Cover tray: 1,000 sheets (23 lb. Bond) 500 sheets (57 lb. Bond)
	Delivery to the Secondary Tray	Paper sizes Standard: 13" x 19"□, 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 5.5" x 8.5"□, 9" x 11"□, SRA3□, A3□, B4□, SRA4□/□, A4□/□, B5□/□, A5□, Foolscap Custom: max. 13.00" x 19.17" to min. 3.73" x 5.46" Wide Paper Tab Paper (only with the tab side ahead in output direction) Paper weight 11 to 93 lb. Bond Stack capacity 200 sheets (22 lb. Bond) (with full-load detection function activated)
Warm-up time	Approx. 20 minutes	
Dimensions	53.4 (W) x 30.5 (D) x 48.1 (H) inches	
Weight	Approx. 595.2 lb.	
Power source	AC120 V 60 Hz, 5 VDC	
Max. Power Consumption	1,000 W or less	

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### Component Considerations

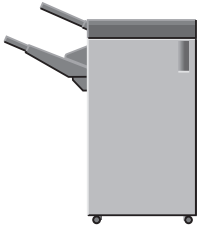
#### Finisher FS-532



Type	Staple-cut type stapling equipment	
Delivery Modes	Straight delivery, staple, shift	
Output Modes	Sort, Group, Offset Sort, Offset Group, Staple + Offset Sort, Staple + Offset Group, Staple	
Staple Position	Parallel stapling (in the front), 2-position stapling (pitch: 120 mm, 140 mm, 165 mm), 45-degree and parallel stapling (in the back)	
Sort/Group	Output Trays	Tray 1 (primary (main) tray), Tray 2 (secondary (sub) tray)
	Paper Sizes	<p>Tray 1 (Primary (Main) Tray)</p> <p>Large-sized paper: 12" x 18" □, 11" x 17" □, 13" x 19" □, 8.5" x 14" □, A3 □, B4 □, Foolscap, SRA3 □, SRA4 □/□, B5 □/□</p> <p>Small-sized paper: 8.5" x 11" □/□, 9" x 11" □, A4 □/□, B5 □/□</p> <p>Extra-small sized paper: 5.5" x 8.5" □, A5 □</p> <p>Custom: min. 3.73" x 5.26" to max. 13.00" x 19.17"</p> <p>Wide Paper: max. 12.76" x 18.07"</p> <p>Tab Paper (only with the tab side ahead in output direction)</p> <p>Straight delivery only: 13" x 19" □</p> <p>Tray 2 (Secondary (Sub) Tray)</p> <p>Standard: 12" x 18" □, 11" x 17" □, 8.5" x 14" □, 8.5" x 11" □/□, 5.5" x 8.5" □, 9" x 11" □, A3 □, B4 □, A4 □/□, B5 □/□, A5 □, Foolscap, SRA3 □, SRA4 □/□</p> <p>Custom: min. 3.73" x 5.26" to max. 13.00" x 19.17"</p> <p>Wide Paper</p> <p>Tab Paper (only with the tab side ahead in output direction)</p>
Offset Sort/Offset Group	Paper Weight	11 to 93 lb. Bond
	Output Trays	Tray 1 (primary (main) tray)
Offset Sort/Offset Group	Paper Sizes	<p>Large-sized paper: 12" x 18" □, 11" x 17" □, 13" x 19" □, 8.5" x 14" □, A3 □, B4 □, Foolscap, SRA3 □, SRA4 □/□, B5 □/□</p> <p>Small-sized paper: 8.5" x 11" □/□, 9" x 11" □, A4 □/□, B5 □/□</p> <p>Extra-small sized paper: 5.5" x 8.5" □, A5 □</p> <p>Custom: min. 3.73" x 5.26" to max. 13.00" x 19.17"</p> <p>Wide Paper: max. 12.76" x 18.07"</p> <p>Tab Paper (only with the tab side ahead in output direction)</p> <p>Straight delivery only: 13" x 19" □</p>
	Paper Weight	14 to 93 lb. Bond
Staple	Output Trays	Tray 1 (primary (main) tray) Tray 2 (secondary (sub) tray) cannot be used.
	Paper Sizes	<p>Standard: 12" x 18" □, 11" x 17" □, 8.5" x 14" □, 8.5" x 11" □/□, 5.5" x 8.5" □, 13" x 19" □, 9" x 11" □, SRA3 □, A3 □, B4 □, SRA4 □/□, A4 □/□, B5 □, A5 □, Foolscap</p> <p>Custom: min. 7.98" x 5.46" to max. 12.76"* x 18.23"</p> <p>*Max. 12.57" in length for parallel stapling (in the back).</p> <p>Wide Paper</p> <p>Tab Paper (only with the tab side ahead in output direction) Using Z-Fold in combination (finished size): min. 8.25" x 8.25" to max. 11.98" x 8.99"</p>
Staple	Paper Weight	14 to 80 lb. Bond

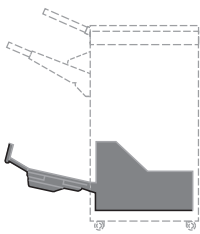
### Component Considerations continued

#### Finisher FS-532 continued



Dimensions	21.38"(W)* x 42.04"(D) x 28.40 (H)" When Post Inserter PI-502 mounted: 21.38"(W) x 28.4"(D) x 45.56 (H)" * 31.36 inches: including Tray 2
Weight	Approx. 163.1 lb.
Power Source	24 VDC ± 10%
Power Consumption	144 W or less

#### Saddle Stitcher SD-510 (Equipped in Finisher FS-532)



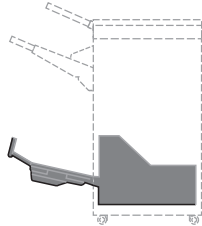
Type	Finishing equipment dedicated to the saddle-stitching function	
Delivery modes	Fold & Staple	Output saddle-stitched sets.
	Multi Half-Fold	Output a sheet or set of paper folded in half.
	Multi Tri-Fold	Output a sheet or set of paper folded in three.
Fold & Staple	Paper size	Standard: 12" x 18"☐, 11" x 17"☐, 8.5" x 14"☐, 8.5" x 11"☐, A3☐, B4☐, A4☐ Wide paper Custom: min. 4.72" x 9.43" to max. 13.00" x 19.17"
	Paper Weight	Body: 14 to 57 lb. Bond Cover: 14 to 80 lb. Bond
	Number of Sheets Per Folded and Stapled Set	25 sheets: 14 to 16 lb. Bond 20 sheets: 17 to 22 lb. Bond 16 sheets: 23 to 24 lb. Bond 5 sheets: 25 to 57 lb. Bond A sheet of paper is normally counted as one for 14 to 57 lb. Bond paper, while a sheet should be counted as five for 58 lb. Bond or heavier.
		Staple position 2.36" to 5.83" (pitch between 2 staples)
Fold	Folding Type	Multi Half-Fold, Multi Tri-Fold
	Paper size	Multi Half-Fold: Standard: 12" x 18"☐, 11" x 17"☐, 8.5" x 14"☐, 8.5" x 11"☐, A3☐, B4☐, A4☐ Wide paper Custom: min. 4.72" x 9.43" to max. 13.00" x 19.17" Multi Tri-Fold: 8.5" x 11"☐, A4☐
	Paper Type	Plain, Fine, Color specific Available paper types in tri-folding multiple sheets are only those recommended for Finisher FS-532.
	Paper Weight	Multi Half-Fold: Body: 14 to 57 lb. Bond Cover: 14 to 80 lb. Bond Multi Tri-Fold: Body: 14 to 28 lb. Bond For cover paper types in half-folding, see page 3-7. No covers can be attached to tri-folded sets.

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

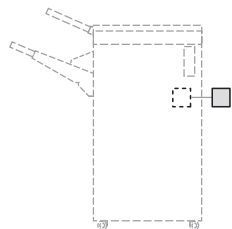
### Component Considerations

#### Saddle Stitcher SD-510 (Equipped in Finisher FS-532) continued



Number of Sheets Per Folded Set	Multi Half-Fold:	1 to 5 sheets: 14 to 57 lb. Bond 1 sheet: 58 to 80 lb. Bond
	Multi Tri-Fold:	1 to 3 sheets: 14 to 24 lb. Bond 1 sheet: 25 to 28 lb. Bond See page 3-7 for details.
Folder Tray Capacity	Large-Sized Paper (paper length 330 mm or more)	Multi Half-Fold: 1 to 5 sheets: 35 sets Fold & Staple: 2 to 5 sheets: 35 sets 6 to 10 sheets: 25 sets 11 to 25 sheets: 15 sets
	Small-Sized Paper (paper length 330 mm or less)*	Multi Half-Fold: 1 to 5 sheets: 35 sets Fold & Staple: 2 to 5 sheets: 35 sets 6 to 10 sheets: 25 sets 11 to 25 sheets: 15 sets Multi Tri-Fold: 1 sheet: 50 sets 2 sheets: 40 sets 3 sheets: 30 sets * No limit in capacity when the output tray edge stopper is released
Dimensions	11.1" (W) x 23.4" (D) x 20.8" (H)	
Weight	Approx. 49.8 lb, Output tray: approx. 8.4 lb.	
Power source	24 VDC, 5 VDC (supplied from main body)	
Power consumption	40 W or less	

#### Punch Kit PK-522 (Equipped in Finisher FS-532)



Function	Punch file holes
Paper Types	Not coated, Coated
Number of Holes	2 or 3
Hole Pitch	2 holes: 2.75" ± 0.04" 3 holes: 4.25" ± 0.04"
Hole Diameter	0.31"
Hole Position Accuracy	0.21" or more
Max. Power Consumption	30 W or less
Dimensions	Punch kit only: 6.1 (W) x 23.3 (D) x 7.1 (H) inches
Power Source	24/5 VDC (supplied from main body)
Weight	Punch kit only: 9.9 lb.



# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### Component Considerations continued

#### Post Inserter PI-502 (Mount Kit MK-732/Equipped in Finisher FS-532)



Type	Cover paper feeding equipment
Function	Automatic Feed paper into the finisher on receiving a command from the main body. Manual Feed paper into the finisher on receiving a command manually sent from the control panel of the post inserter.
Paper sizes	Upper tray Standard: 8.5" x 11" □/□, 5.5" x 8.5" □, A4 □/□, B5 □/□, A5 □ Lower tray Standard: 12" x 18" □, 11" x 17" □, 8.5" x 14" □, 8.5" x 11" □/□, 5.5" x 8.5" □, A3 □, B4 □, SRA4 □, A4 □/□, B5 □/□, A5 □, Foolscap
Paper type	Plain, Recycled, Fine
Paper weight	14 to 53 lb. Bond
Stack capacity	200 sheets (22 lb. Bond) or within 30 mm thick for each of upper/lower tray
Dimensions	Post Inserter PI-502 only: 20.08 (W) x 24.36 (D) x 8.64 (H) inches
Weight	Approx. 23.1 lb. (Not including 6.61 lb. of Mount Kit MK-732)
Power source	24/5 VDC supplied from main body
Max. Power Consumption	30 W or less

#### Multi Puncher GP-501 (Die Set DS-501 to DS-507)



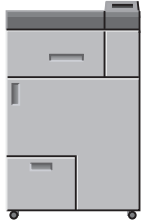
Speed	bizhub PRESS 1250: 120 sheets/min. bizhub PRESS 1052: 105 sheets/min.
Sheet size	8.5" x 11" □
Punch edge	11 inches
Paper weight	20 to 57 lb. Bond (80 lb. Cover)
Bypass sheet size/weight	Same as main body
Punch capacity	Single sheet
Power supply	115V, 60Hz, Single Phase
Electrical	BTUs/Hour 1100 BTU/HR Watts 322 W Amps 2.8 A
Safety	TUV/GS, CE
Dimensions	12 (W) x 30.5 (D) x 40 (H) inches
Weight	Approx. 170 lb.
Shipping weight	Approx. 270 lb.


# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### Component Considerations

#### Auto Ring Binder GP-502



Speed	bizhub PRESS 1250: 125 sheets/min. bizhub PRESS 1052: 105 sheets/min.
Sheet size	8.5" x 11" 
Bind edge	11 inches
Book size (sheets)	Smallest: 5 body sheets (20 lb. Bond) + 2 covers (57 lb. Bond) Largest: 100 body sheets (20 lb. Bond) + 2 covers (57 lb. Bond)
Paper weight	Body: 20 to 32 lb. Bond Cover: 44 to 57 lb. Bond Tabbed paper: 44 lb. Bond max.
Bypass sheet size/weight	Same as main body
Punch capacity	Single sheet
Electrical	115 VAC 60 Hz, 2.2A
Safety	TUV/GS, CE
Dimensions	25.7 (W) x 37.1 (D) x 41.3 (H) inches
Weight	Approx. 403 lb.
Shipping weight	Approx. 514 lb.

#### Removable Hard Disk RH-101 (HDD Inner-case Kit HD-511)



Function	Management of removable HDD: Install the HDD for main body and for image controller to the HDD Inner-case Kit HD-511, then insert it to the Removable Hard Disk RH-101. The HDD for main body can be switched for each user, and also be stored separately from the main body in order to improve security.
Dimensions	Removable Hard Disk RH-101: 10.24 (W) x 5.91 (D) x 4.33 (H) inches HDD Inner-case Kit HD-511: 7.56 (W) x 4.92 (D) x 1.65 (H) inches
Weight	Removable Hard Disk RH-101: 5.33 lb. HDD Inner-case Kit HD-511: 1.89 lb.
Power source	12/5 VDC (supplied from main body)

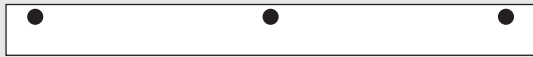




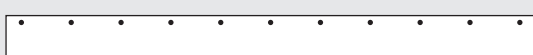

#### Other Options

Other options provided for this machine are as listed below:

- Authentication Unit (IC Card Type) AU-201
- Upgrade Kit UK-205
- Staple Kit SK-602 (for SD-510)
- Staple Kit SK-703 (for FS-532)
- Staple Cartridge RK953 (for SD-506)
- Large Capacity Stacker Handcart LC-501
- Glue Chip GC-501
- Die Set DS-501 to DS-507
- Ring Binder Element RB-101 (for Black, Clear, White and Navy Blue)
- Fusing Unit EF-102 (Envelope)

## Using Multi-Puncher GP-501

Using Multi Puncher GP-501, the following types of punch holes can be made in printed sheets.

Die Set Model	Hole Type
DS-501	Ring Binder 3-Hole, 5/16 Diameter 
DS-502	Plastic Bind Cerlox Standard 19 Hole 
DS-503	WireBind - 3:1 Square 32 Hole 
DS-504	WireBind - 2:1 Rectangular 21 Hole 
DS-505	Color Coil - 4:1 Round 44 Hole 
DS-506	VeloBind - 1:1 Round 11 Hole 
DS-507	ProClick LTR 32-Hole die set 

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### Paper and Original Information

#### Paper Information

This machine is equipped with the following trays for loading paper.

- Main body trays (Trays 1 and 2)
  - Paper Feeder Unit PF-703\* (Trays 3 to 8)
  - Paper Feeder Unit PF-706 (Trays 3 to 8)
  - Large Capacity Post Inserter PI-PFU (PI-PFU1 to PI-PFU3)
  - Perfect Binder PB-503 (cover tray)
  - Post inserter (equipped in Folding Unit FD-503 as standard)
  - Post Inserter PI-502 (Mount Kit MK-732) (equipped in Finisher FS-532 as option)
- \* Envelope can be specified as the paper type for Paper Feeder Unit PF-703. Contact your service representative, if desired.

Also, the following items of equipment are provided to convey/process/deliver paper.

- ADU (Automatic Duplex Unit) (equipped in the main body as standard)
- Finisher FS-532
- Punch Kit PK-522 (equipped in Finisher FS-532 as option)
- Saddle Stitcher SD-510 (equipped in Finisher FS-532 as option)
- Folding Unit FD-503
- Large Capacity Stacker LS-505
- Saddle Stitcher SD-506
- Perfect Binder PB-503
- Relay Unit RU-509
- Relay Unit RU-510
- Multi Puncher GP-501
- Auto Ring Binder GP-502

### Paper Weight

**Notice:** Be sure to use paper only of the weight specified for each tray. Otherwise, print quality may be deteriorated or machine trouble may occur.

Paper Trays	Weight
Main Body Trays (Tray 1 and Tray 2)	11 to 80 lb. Bond (66-80 lb. Bond is limited to some paper types.) Some paper type may not show feeding or printing performance as satisfactory as described in specifications even though its weight falls within the above range.
Paper Feeder Unit PF-703 (Trays 3 to 8)	Trays 3, 5, 6, 8: 11 to 80 lb. Bond Trays 4, 7: 11 to 93 lb. Bond
Paper Feeder Unit PF-706 (Trays 3 to 8)	Trays 3, 5, 6, 8: 11 to 80 lb. Bond Trays 4, 7: 11 to 93 lb. Bond
Large Capacity Post Inserter PI-PFU (PI-PFU1 to 3)	PI-PFU1, PI-PFU3: 11 to 80 lb. Bond PI-PFU2: 11 to 93 lb. Bond
Cover Tray of Perfect Binder PB-503	23 to 57 lb. Bond
Post Inserter (Equipped in Folding Unit FD-503 as Standard)	21 to 57 lb. Bond
Post Inserter PI-502 (Mount Kit MK-732) (Equipped in Finisher FS-532 as Option)	14 to 53 lb. Bond

**Reference:** The setting or registration/deletion of paper to be specified for each paper tray is available in the Paper Setting from the Machine Screen. For details, see Section 3 of the POD Administrator's Reference. To temporarily use a paper setting other than the default one for the tray to be used, change the setting of the tray in Paper Presetting on the Copy Screen. See page 6-39 for details. The paper weight setting for perfect bind cover is available in the Output Setting. See page 8-49 for details.

Equipment	Weight	
ADU	11 to 80 lb. Bond	
Finisher FS-532	Secondary (Sub) Tray	11 to 93 lb. Bond
	Primary (Main) Tray	11 to 93 lb. Bond Offset Sort/Offset Group: 14 to 93 lb. Bond Staple: 14 to 80 lb. Bond
Punch Kit PK-522	16 to 80 lb. Bond	

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### Paper Weight continued

Equipment	Weight	
Saddle Stitcher SD-510	Fold & Staple Tray	<b>Fold &amp; Staple</b> Body: 14 to 57 lb. Bond Cover: 14 to 80 lb. Bond <b>Multi Half-Fold</b> Body: 14 to 57 lb. Bond Cover: 14 to 80 lb. Bond <b>Multi Tri-Fold</b> Body: 14 to 28 lb. Bond (without cover)
Folding Unit FD-503	Multi Folder Tray <sup>1</sup>	Tri-Fold-in, Tri-Fold-out: 14 to 34 lb. Bond Double Parallel, Gate: 14 to 24 lb. Bond  Primary (Main) Tray 11 to 93 lb. Bond Punch: 14 to 57 lb. Bond, double sheets punched 14 to 24 lb. Bond Half-Fold, Tri-Fold-in, Tri-Fold-out, Z-Fold: 14 to 34 lb. Bond Double Parallel, Gate: 14 to 24 lb. Bond
Large Capacity Stacker LS-505	Secondary (Sub) Tray Stacker	14 to 93 lb. Bond 14 to 65 lb. Bond
Saddle Stitcher SD-506	Secondary (Sub) Tray Fold & Staple Tray Tri-fold tray	14 to 93 lb. Bond Fold & Staple, Trimming: 14 to 65 lb. Bond 5 sheets folded in Multi Half Fold: 14 to 22 lb. Bond 3 sheets folded in Multi Half Fold: 23 to 34 lb. Bond 2 sheets folded in Multi Half Fold: 35 to 65 lb. Bond Tri-fold tray 5 sheets folded in Multi Tri-Fold: 14 to 22 lb. Bond 3 sheets folded in Multi Tri-Fold: 23 to 24 lb. Bond
Perfect Binder PB-503	Secondary (Sub) Tray Perfect Binder Tray Conveyance Section	11 to 93 lb. Bond Body: 18 to 24 lb. Bond Cover: 23 to 57 lb. Bond 11 to 93 lb. Bond
Relay Unit RU-509		11 to 93 lb. Bond
Relay Unit RU-510		Straight delivery: 11 to 93 lb. Bond 1-ply reversing delivery: 11 to 80 lb. Bond 2-ply reversing delivery: 11 to 68 lb. Bond (11 to 57 lb. Bond for bizhub PRESS 1250)
Multi Puncher GP-501		20 to 57 lb. Bond (80 lb. Cover)
Auto Ring Binder GP-502	Booklet Tray	Body: 21 to 36 lb. Bond Cover: 37 to 57 lb. Bond Tabbed paper: max. 44 lb. Bond

1: With any subsequent option connected to Folding Unit FD-503, finished sets output in Tri-Fold-in, Tri-Fold-out, Double Parallel, or Gate mode are delivered only to the multi folder tray of Folding Unit FD-503. No other trays are available.

### Paper Tray/Exit Tray Capacity

Paper Trays	Capacity
Main Body Trays (Tray 1, Tray 2)	1,500 sheets (22 lb. Bond) each
Paper Feeder Unit PF-703 (Trays 3 to 8)	Trays 3, 6: 1,300 sheets (22 lb. Bond, height 150 mm) each Trays 4, 5, 7, 8: 1,850 sheets (22 lb. Bond, height 203.5 mm) each
Paper Feeder Unit PF-706 (Trays 3 to 8)	2,000 sheets (22 lb. Bond, height 217 mm) each
Large Capacity Post Inserter PI-PFU (PI-PFU1 to 3)	PI-PFU1: 1,300 sheets (22 lb. Bond, height 150 mm) PI-PFU2, PI-PFU3: 1,850 sheets (22 lb. Bond, height 203.5 mm) each
Cover Tray of Perfect Binder PB-503	1,000 sheets (23 lb. Bond) 500 sheets (57 lb. Bond)
Post Inserter (Equipped in Folding Unit FD-503 as Standard)	Upper/Lower tray: 500 sheets (22 lb. Bond) each
Post Inserter PI-502 (Mount Kit MK-732) (Equipped in Finisher FS-532 as Option)	Upper/Lower tray: 200 sheets (22 lb. Bond, height 30 mm or less) each



























### Equipment Capacity

Equipment	Capacity
ADU	Unlimited
Finisher FS-532	Secondary (Sub) Tray (Sort/Group) Height (with full-load detection activated): 43 mm or about 300 sheets (22 lb. Bond) Z-Fold: 20 sheets (22 lb. Bond) Half-Fold: 40 sheets (22 lb. Bond)
	Primary (Main) Tray (Sort/Group) See the table on page 3-6 for the tray capacity related to the paper weight and size. <b>With or without SD-510</b> Z-Fold: 20 sheets (35 lb. Bond) Half-Fold: 50 sheets (35 lb. Bond)
	Primary (Main) Tray (Offset Sort/Offset Group) See the table on page 3-6 for the tray capacity related to the paper weight and size. <b>With or without SD-510</b> Z-Fold: 20 sheets (35 lb. Bond) Half-Fold: 50 sheets (35 lb. Bond)
	Primary (Main) Tray (Staple) 2-9 sheets stapled: 75 sets (150 sets for paper width 182-364 mm) 10-20 sheets stapled: 50 sets 21-30 sheets stapled: 30 sets 31-40 sheets stapled: 25 sets 41-50 sheets stapled: 20 sets 51-60 sheets stapled: 15 sets 61-100 sheets stapled: 10 sets See the table on page 3-6 for the maximum number of stapled sheets per set.

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## specification & installation

### Paper Tray/Exit Tray Capacity continued

Equipment	Capacity
Saddle Stitcher SD-510 (Fold & Staple Tray)	<p><b>Multi Half-Fold</b> 1-5 sheets folded: 35 sets (or 20 sets for body of 25 lb. Bond or more with a cover of 25 lb. Bond, or with a cover inserted from PI tray)</p> <p><b>Fold &amp; Staple</b> 2-5 sheets stapled: 35 sets (or 20 sets for body of 25 lb. Bond or more with a cover of 25 lb. Bond, or with a cover inserted from PI tray) 6-10 sheets stapled: 23 sets (or 15 sets for body with a cover of 25 lb. Bond or with a cover inserted from PI tray) 11-25 sheets stapled: 15 sets (or 10 sets for body with a cover of 25 lb. Bond or with a cover inserted from PI tray)</p> <p><b>Multi Tri-Fold</b> 1 sheet folded: 50 sets 2 sheets folded: 40 sets 3 sheets folded: 30 sets See the table on page 3-7 for the maximum number of sheets per set related to the paper weight and size.</p>
Folding Unit FD-503	<p>Multi Folder Tray 30 sets (all folding types, weight 22 lb. Bond or less) The tray may allow more than 30 sets delivered depending on the paper type or weight.</p> <p>Primary (Main) Tray 2,500 sheets: 8.5" x 11" , 9" x 11" , A4 , B5  1,500 sheets: 12" x 18" , 11" x 17" , 8.5" x 14" , A3 , B4 , Foolscap, 13" x 19" , SRA3 , SRA4  500 sheets: 5.5" x 8.5" , A5 </p>
Large Capacity Stacker LS-505	<p>Secondary (Sub) Tray 200 sheets (22 lb. Bond) Z-Fold: 20 sheets (22 lb. Bond) Half-Fold: 40 sheets (22 lb. Bond)</p> <p>Stacker 5,000 sheets (22 lb. Bond): 13" x 19" , 12" x 18" , 11" x 17" , 8.5" x 14" , 8.5" x 11" , A3 , B4 , A4 , Foolscap, SRA3 , SRA4  2,000 sheets (22 lb. Bond): B5 , A5  3,000 sheets (22 lb. Bond): Coated paper of 380 mm or longer in length</p>

Equipment	Capacity
Saddle Stitcher SD-506	<p>Secondary (Sub) Tray 200 sheets (22 lb. Bond) Z-Fold: 20 sheets (22 lb. Bond) Multi Half Fold: 40 sheets (22 lb. Bond)</p> <p>Fold &amp; Staple Tray (Fold &amp; Staple) 2-10 sheets stapled: 50 sets or more 11-20 sheets stapled: 30 sets or more 21-40 sheets stapled: 20 sets or more 41-50 sheets stapled: 15 sets or more (with full-load detection activated) See the table on page 3-8 for the maximum number of folded and stapled sheets per set. For the standard height of folded and stapled booklets, see page 3-8.</p> <p>Fold &amp; Staple Tray (Multi Half-Fold) 30 sets (with full-load detection activated)</p> <p>Tri-Fold Tray (Multi Tri-Fold) 20 sets (with full-load detection activated)</p>
Perfect Binder PB-503	<p>Secondary (Sub) Tray 200 sheets (22 lb. Bond) (with full-load detection activated)</p> <p>Perfect Binder Tray 1 set of maximum thickness (approx. 1.18"/30 mm) x 11 x 2 columns* (approx. 6,600 sheets, 22 lb. Bond) *Automatically shifts to the second column when the first column is detected as full load. However, it is preferable to keep the following limits in order to prevent the books from collapsing: 10 to 30-sheet bound books: 50 sets 31 to 150-sheet bound books: 35 sets or full load 151 to 300-sheet bound books: Full load</p> <p>Conveyance Section Unlimited</p>
Auto Ring Binder GP-502	<p>Booklet Tray 5-sheet body booklets: 50 sets or full load 100-sheet body booklets: 9 sets or full load</p>

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### Primary (Main) Tray Capacity of Finisher FS-532 for 20 to 22 lb. Bond Paper (Unstapled)


















#### Sort/Group Modes

	Large Sizes	Small Sizes	Extra-Small Sizes
SD-510 not-mounted	2000	4200	750
SD-510 mounted	2000	3000	750

#### Offset Sort/Offset Group Modes

	Large Sizes	Small Sizes	Extra-Small Sizes
SD-510 not-mounted/ mounted	1500	1500	750

#### Paper Size

Large	12" x 18"  , 11" x 17"  , 8.5" x 14"  , A3  , B4  <sup>1</sup> , Foolscap <sup>2</sup> , 13" x 19"  , SRA3  , SRA4   , Wide paper <sup>3</sup> (Max. 12.73" x 18.07")
Small	8.5" x 11"  , 9" x 11"  , A4   , B5   <sup>1</sup>
Extra-Small	5.5" x 8.5"  , A5 

- 1: JIS standard sizes are used for B series by default. For JIS/ISO switching, please contact your service representative.
- 2: Foolscap refers to 8" x 13"L, 8.12" x 13.2"L, 8.25" x 13"L, and 8.5" x 13"L.
- 3: Wide paper varies in dimensions even though having the same size name. Be sure to check and enter actual dimensions of the wide paper to be used. See page 6-39 for details.

### Stapling Capacity of Finisher FS-532

Weight	Number of sheets per set including a thick cover (53 lb. Bond)				
	Not coated (except Fine)		Fine		
	139 to 399 mm	Length 400 mm or more	139 to 320 mm	321 to 399 mm	Length 400 mm or more
11 to 13 lb. Bond	—	—	—	—	—
14 to 16 lb. Bond	100	50	50	20	—
17 to 20 lb. Bond	100	50	50	20	—
21 to 22 lb. Bond	100	50	30	30	30
23 to 24 lb. Bond	60	50	30	30	30
25 to 28 lb. Bond	50	50	30	30	30
29 to 36 lb. Bond	50	50	30	30	30
37 to 43 (46) lb. Bond	40	40	30	30	30
44 (47) to 57 lb. Bond	25	25	25	25	25
58 to 68 (65) lb. Bond	25	25	25	25	25
69 (66) to 80 lb. Bond	10	10	10	10	10
81 to 93 lb. Bond	—	—	—	—	—

Even though a stapled set keeps within the capacity mentioned above, be sure not to exceed 23 mm in thickness.

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### Saddle Stitcher SD-510 Stapling Capacity

#### Fold & Staple Mode

Paper Weight	Paper width 279.4 mm or more		Paper width 279.3 mm or less	
	Fine	Other Paper Types	Fine	Other Paper Types
11 to 13 lb. Bond	—	—	—	—
14 to 16 lb. Bond	25	25	—	—
17 to 20 lb. Bond	20	20	—	—
21 to 24 lb. Bond	20	20	10	10
25 to 36 lb. Bond	5	5	5	5
37 to 43 lb. Bond	5	5	5	5
44 to 57 lb. Bond	5	5	5	5
58 to 65 lb. Bond	Cover only	Cover only	—	—
66 to 80 lb. Bond	Cover only	Cover only	—	—
81 to 93 lb. Bond	—	—	—	—

#### Multi Half-Fold Mode

Paper Weight	Paper Width 279.4 mm or more		Paper width 279.3 mm or less	
	Fine	Other Paper Types	Fine	Other Paper Types
11 to 13 lb. Bond	—	—	—	—
14 to 16 lb. Bond	5	5	—	—
17 to 20 lb. Bond	5	5	—	—
21 to 24 lb. Bond	5	5	5	5
25 to 36 lb. Bond	5	5	5	5
37 to 43 lb. Bond	5	5	5	5
44 to 57 lb. Bond	5	5	5	5
58 to 65 lb. Bond	1	1	1	1
66 to 80 lb. Bond	1	1	1	1
81 to 93 lb. Bond	—	—	—	—

#### Multi Tri-Fold Mode

Paper Weight	Fine	Other Paper Types
11 to 13 lb. Bond	—	—
14 to 16 lb. Bond	3	3
17 to 20 lb. Bond	3	3
21 to 24 lb. Bond	3	3
25 to 36 lb. Bond	1	1
37 to 43 lb. Bond	—	—
44 to 57 lb. Bond	—	—
58 to 65 lb. Bond	—	—
66 to 80 lb. Bond	—	—
81 to 93 lb. Bond	—	—



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## Saddle Stitcher SD-506 Maximum Stapling Capacity

Weight	Number of Sheets Per Set					
	Fine		Coated/Colored		Long-Grain Paper	
	No Cover	With Cover (53 lb. Bond)	No Cover	With Cover (53 lb. Bond)	No Cover	With Cover (53 lb. Bond)
14 to 23 lb. Bond	50	49 + 1	30	29 + 1	30	29 + 1
23 to 24 lb. Bond	30	29 + 1	15	15 + 1	30	29 + 1
25 to 34 lb. Bond	20	19 + 1	10	9 + 1	10	9 + 1
35 to 42 lb. Bond	15	14 + 1	5	4 + 1	5	4 + 1
43 to 55 lb. Bond	10	—	—	—	—	—
56 to 65 lb. Bond 5	—	—	—	—	—	—

## Saddle Stitcher SD-506 Standard Height of Folded and Stapled Booklets

Number of Sheets (1 Set)	Paper Sizes			
	12" x 18"☐, 11" x 17"☐, A3☐ (401 mm or more)	8.5" x 14"☐, B4☐ (301 mm to 400 mm)	8.5" x 11"☐, A4☐ (261 mm to 300 mm)	B5☐ (260 mm or less)
2 to 5 sheets	35mm	40mm	45mm	Not specified
6 to 15 sheets	45mm	50mm	Not specified	Not specified
16 to 30 sheets	50mm	55mm	Not specified	Not specified
31 to 50 sheets	60mm	65mm	Not specified	Not specified

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### Paper Size

Paper Trays	Available Sizes
Main Body Trays (Tray 1, Tray 2)	<p>Standard: 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 9" x 11"□, 5.5" x 8.5"□, Postcard*, SRA3□, A3□, B4□<sup>1</sup>, SRA4□, A4□/□, B5□/□<sup>1</sup>, A5□, Foolscap<sup>2</sup></p> <p>Custom: min. 7.15" x 5.46" to max. 12.76" x 18.23"</p> <p>Wide Paper<sup>3</sup>: 12 x 18W□, 11 x 17W□, 8.5 x 11W□/□, 5.5" x 8.5"W□, A3W□, B4W□<sup>1</sup>, A4W□/□, B5W□/□<sup>1</sup>, A5W□</p> <p>Tab Paper: 11 x 17T□, 8.5" x 11"T□/□, 5.5" x 8.5"T□, A3T□, B4T□<sup>1</sup>, A4T□/□, B5T□/□<sup>1</sup></p> <p>Available to specify the detectable standard sizes for each tray in the Tray Setting which provides the following options:</p> <ul style="list-style-type: none"> <li>• A5□ or 5.5" x 8.5"□ (5.5" x 8.5"□ selected by default)</li> <li>• SRA3□ or 12" x 18"□ (12" x 18"□ selected by default)</li> <li>• 8" x 13"□, 8.12" x 13.2"□, 8.25" x 13"□, 8.5" x 13"□ or 8.5" x 14"□ (8.5" x 14"□ selected by default)</li> </ul> <p>* The postcard adapter (option) is required to load postcards into the main body trays (tray 1, tray 2). Contact your service representative, if desired.</p>
Paper Feeder Unit PF-703 (trays 3 to 8)	<p>Standard: 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 9" x 11"□, Foolscap<sup>2</sup>, Postcard□*, SRA3□, A3□, B4□<sup>1</sup>, A4□/□, SRA4□, B5□/□<sup>1</sup>, A5□</p> <p>Custom: min. 5.89" x 5.26" to max. 12.76" x 18.98"</p> <p>Using small size guides: min. 3.73" x 5.26"</p> <p>Wide Paper<sup>3</sup>: 12 x 18W□, 11 x 17W□, 8.5 x 11W□/□, 5.5" x 8.5"W□, A3W□, B4W□<sup>1</sup>, A4W□/□, B5W□/□<sup>1</sup>, A5W□</p> <p>Tab Paper: 11 x 17T□, 8.5" x 11"T□/□, 5.5" x 8.5"T□, A3T□, B4T□<sup>1</sup>, A4T□/□, B5T□/□<sup>1</sup></p> <p>Available to specify the detectable standard sizes for each tray in the Tray Setting which provides the following options:</p> <ul style="list-style-type: none"> <li>• A5□ or 5.5" x 8.5"□ (A5□ selected by default)</li> <li>• SRA3□ or 12" x 18"□ (12" x 18"□ selected by default)</li> <li>• 8" x 13"□, 8.12" x 13.2"□, 8.25" x 13"□, 8.5" x 13"□ or 8.5" x 14"□ (8.5" x 14"□ selected by default)</li> </ul> <p>* Use the small size guides to load postcards into the paper feeder unit. See page 5-17 for details.</p>

Paper Trays	Available Sizes
Paper Feeder Unit PF-706 (trays 3 to 8)	<p>Standard: 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 9" x 11"□, Foolscap<sup>2</sup>, Postcard□*, SRA3□, A3□, B4□<sup>1</sup>, A4□/□, SRA4□, B5□/□<sup>1</sup>, A5□</p> <p>Custom: min. 7.15" x 5.46" to max. 12.76" x 18.23"</p> <p>Using small size guides: min. 3.73" x 5.46"</p> <p>Wide Paper<sup>3</sup>: 12 x 18W□, 11" x 17W□, 8.5 x 11W□/□, 5.5" x 8.5"W□, A3W□, B4W□<sup>1</sup>, A4W□/□, B5W□/□<sup>1</sup>, A5W□</p> <p>Tab Paper: 11 x 17T□, 8.5" x 11"T□/□, 5.5" x 8.5"T□, A3T□, B4T□<sup>1</sup>, A4T□/□, B5T□/□<sup>1</sup></p> <p>Available to specify the detectable standard sizes for each tray in the Tray Setting which provides the following options:</p> <ul style="list-style-type: none"> <li>• A5□ or 5.5" x 8.5"□ (A5□ selected by default)</li> <li>• SRA3□ or 12" x 18"□ (12" x 18"□ selected by default)</li> <li>• 8" x 13"□, 8.12" x 13.2"□, 8.25" x 13"□, 8.5" x 13"□ or 8.5" x 14"□ (8.5" x 14"□ selected by default)</li> </ul> <p>* Use the small size guides to load postcards into the paper feeder unit. See page 5-17 for details.</p>
Large Capacity Post Inserter PI-PFU (PI-PFU1 to 3)	<p>Standard (detectable sizes): 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 9" x 11"□, Foolscap<sup>2</sup>, SRA3□, A3□, B4□<sup>1</sup>, A4□/□, SRA4□, B5□/□<sup>1</sup>, A5□</p> <p>Available to specify the detectable standard sizes for each tray in the Tray Setting which provides the following options:</p> <ul style="list-style-type: none"> <li>• A5□ or 5.5" x 8.5"□ (A5□ selected by default)</li> <li>• SRA3□ or 12" x 18"□ (12" x 18"□ selected by default)</li> <li>• 8" x 13"□, 8.12" x 13.2"□, 8.25" x 13"□, 8.5" x 13"□ or 8.5" x 14"□ (8.5" x 14"□ selected by default)</li> </ul> <p>For perfect binding covers (Custom)<sup>3</sup>: min. 5.89" x 5.26" to max. 12.76" x 18.23"</p> <p>Using small size guides: min. 3.73" x 5.26"</p>
Cover Tray of Perfect Binder PB-503	<p>Length (head to foot): Same as that of body set</p> <p>Width: Twice the book width + body set's thickness + 5 mm (trimming width) or more</p> <p>Max. 12.06" x 18.55" to min. 5.46" x 10.96"</p>

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### Paper Weight continued

Paper Trays	Available Sizes
Post Inserter (Equipped in Folding Unit FD-503 as Standard)	Standard (detectable sizes): 13" x 19"□, 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 5.5" x 8.5"□, SRA3□, A3□, B4□ <sup>1</sup> , A4□/□, SRA4□/□, B5□/□ <sup>1</sup> , A5□, Foolscap <sup>2</sup> Detectable standard sizes can be switched as follows: <ul style="list-style-type: none"> <li>• A5□ or 5.5" x 8.5"□</li> <li>• SRA4□, A4□ and one of 8.5" x 14"□, 8" x 13"□, 8.12" x 13.2"□, 8.25" x 13"□, 8.5" x 13"□, or 8.5" x 11"□ and one of 8.5" x 14"□, 8" x 13"□, 8.12" x 13.2"□, 8.25" x 13"□, 8.5" x 13"□</li> <li>• 8.5" x 11"□ or 9" x 11"□</li> </ul> For perfect binding covers (Custom) <sup>3</sup> : min. 7.15" x 5.46" to max. 13.00" x 18.98"
Post Inserter PI-502 (Mount Kit MK-732) (Equipped in Finisher FS-532 as Option)	Upper tray Standard: 8.5" x 11"□/□, 5.5" x 8.5"□, A4□/□, B5□/□ <sup>1</sup> , A5□ Lower tray Standard: 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 5.5" x 8.5"□, A3□, B4□ <sup>1</sup> , SRA4□, A4□/□, B5□/□ <sup>1</sup> , A5□, Foolscap <sup>2</sup>

1: JIS standard sizes are used for B series by default. For JIS/ISO switching, please contact your service representative.

2: Foolscap refers to 8" x 13"□, 8.12" x 13.2"□, 8.25" x 13"□, and 8.5" x 13"□.

3: Specify a custom size when loading covers for perfect binding. Standard, wide paper, tab paper, and postcard sizes are unavailable.

Equipment	Available Sizes
ADU	Unlimited
Finisher FS-532	Secondary (Sub) Tray (Sort/Group) Standard: 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 5.5" x 8.5"□, 9" x 11"□, A3□, B4□, A4□/□, B5□/□, A5□, Foolscap, SRA3□, SRA4□/□ Custom: min. 3.73" x 5.26" to max. 13.00" x 19.17" Wide Paper Tab Paper (only with the tab side ahead in output direction) Primary (Main) Tray (Sort/Group/Offset Sort/Offset Group) Large-sized paper: max. 12.76" x 18.07" 12" x 18"□, 11" x 17"□, 13" x 19"□, 8.5" x 14"□, A3□, B4□, Foolscap, SRA3□, SRA4□/□ Small-sized paper: 8.5" x 11"□/□, 9" x 11"□, A4□/□, B5□/□ Extra-small sized paper: 5.5" x 8.5"□, A5□ Custom: min. 3.73" x 5.26" to max. 13.00" x 19.17" Wide Paper Tab Paper (only with the tab side ahead in output direction) Straight delivery only: 13" x 19"□

Equipment	Available Sizes
Finisher FS-532	Primary (Main) Tray (Staple) Standard: 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 5.5" x 8.5"□, 13" x 19"□, 9" x 11"□, SRA3□, A3□, B4□, SRA4□/□, A4□/□, B5□, A5□, Foolscap Custom: min. 7.98" x 5.46" to max. 12.76" x 18.23" * Max. 12.57" in length for parallel stapling (in the back). Wide Paper Tab Paper (only with the tab side ahead in output direction) Punch Kit PK-522 Punch (2 holes) Standard: 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 5.5" x 8.5"□, 9" x 11"□, A3□, B4□, SRA4□, A4□/□, B5□/□, A5□, Foolscap Punch (3 holes) Standard: 11" x 17"□, 8.5" x 11"□, 9" x 11"□, A3□, B4□, A4□, B5□ Saddle Stitcher SD-510 Fold & Staple Standard: 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□, A3□, B4□, A4□ Wide Paper Custom: min. 4.72" x 9.43" to max. 12.76" x 18.23" Multi Half-Fold Standard: 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□, A3□, B4□, A4□ Wide Paper Custom: min. 4.72" x 9.43" to max. 12.76" x 18.23" Multi Tri-Fold 8.5" x 11"□, A4□

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

Equipment	Available Sizes
Folding Unit FD-503	Multi Folder Tray/Fold Standard: 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□, A3□, B4□, A4□, SRA4□ Custom: max. 11.98" x 18.00" to min. 8.25" x 10.96"
	Primary (Main) Tray (Normal Delivery) Standard: 13" x 19"□, 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 5.5" x 8.5"□, 9" x 11"□, SRA3□, A3□, B4□, SRA4□/□, A4□/□, B5□/□, A5□, Foolscap Custom: max. 13.00" x 18.98" to min. 3.73" x 5.46" Wide Paper Tab Paper (only with the tab side ahead in output direction)
	Punch (2 Holes) Standard: 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 5.5" x 8.5"□, 9" x 11"□, A3□, B4□, SRA4□, A4□/□, B5□/□, A5□, Foolscap Tab Paper
	Punch (3 Holes) Standard: 12" x 18"□, 11" x 17"□, 8.5" x 11"□, 9" x 11"□, A3□, B4□, A4□, B5□ Tab Paper
Large Capacity Stacker LS-505	Stacker Standard: 13" x 19"□, 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 9" x 11"□, SRA3□, A3□, B4□, SRA4□/□, A4□/□, B5□, A5□, Foolscap Custom: max. 13.00" x 18.98" to min. 8.25" x 5.82" Wide Paper Tab Paper (1 to 15 tabs*) (However, output sets cannot be offset when including tabbed sheets.) * Except 4 tabs and 10 tabs
	Secondary (Sub) Tray Standard: 13" x 19"□, 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 5.5" x 8.5"□, 9" x 11"□, SRA3□, A3□, B4□, SRA4□/□, A4□/□, B5□/□, A5□, Foolscap Custom: max. 13.00" x 19.17" to min. 3.73" x 5.46" Wide Paper Tab Paper (only with the tab side ahead in output direction)

Equipment	Available Sizes
Saddle Stitcher SD-506	Secondary (Sub) Tray Standard: 13" x 19"□, 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 5.5" x 8.5"□, 9" x 11"□, SRA3□, A3□, B4□, SRA4□/□, A4□/□, B5□/□, A5□, Foolscap Custom: max. 13.00" x 19.17" to min. 3.73" x 5.46" With the Fold & Staple tray drawn out: 56.73" (D) Wide Paper Tab Paper (only with the tab side ahead in output direction)
	Fold & Staple/Trimming Function Standard: 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□, SRA3□, A3□, B4□, SRA4□, A4□, B5□, Foolscap Custom: max. 12.76" x 18.23" to min. 7.15" x 10.10" Wide Paper Multi folding function <b>Multi Half-Fold</b> Standard: 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□, SRA3□, A3□, B4□, SRA4□, A4□, B5□, Foolscap Custom: max. 12.76" x 18.23" to min. 7.15" x 10.10" Wide Paper <b>Multi Tri-Fold</b> Standard: 8.5" x 11"□, A4□
Perfect Binder PB-503	Secondary (Sub) Tray Standard: 13" x 19"□, 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 5.5" x 8.5"□, 9" x 11"□, SRA3□, A3□, B4□, SRA4□/□, A4□/□, B5□/□, A5□, Foolscap Custom: max. 13.00" x 19.17" to min. 3.73" x 5.46" Wide Paper Tab Paper (only with the tab side ahead in output direction)
	Perfect Binder Tray <b>Body</b> Standard: 8.5" x 11"□, 5.5" x 8.5"□/□, A4□, B5□, A5□ Custom: max. 12.06" x 8.68" to min. 5.46" x 8.27" <b>Cover</b> Custom: max. 12.06" x 18.55" to min. 5.46" x 10.96" For details of paper sizes used in perfect binding, see page 8-43.
Relay Unit RU-509	Standard: 13" x 19"□, 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 9" x 11"□, 5.5" x 8.5"□, Foolscap, Postcard□, SRA3□, A3□, B4□, A4□/□, SRA4□/□, B5□/□, A5□ Custom: max. 12.97" x 19.14" to min. 3.93" x 5.50" Wide Paper Tab Paper

### Paper Weight continued

Equipment	Available Sizes
Relay Unit RU-510	Standard: 13" x 19"□, 12" x 18"□, 11" x 17"□, 8.5" x 14"□, 8.5" x 11"□/□, 9" x 11"□, 5.5" x 8.5"□, Foolscap, Postcard□, SRA3□, A3□, B4□, SRA4□/□, A4□/□, B5□/□, A5□ Custom: max. 13.00" x 19.17" to min. 3.73" x 5.26" Wide Paper Tab Paper
Multi Puncher GP-501	Punch: 8.5" x 11"□, A4□ Bypass: max. 12.97" x 19.17" to min. 3.73" x 5.46"
Auto Ring Binder GP-502	Standard: 8.5" x 11"□, A4□ Tab Paper: 8.5" x 11"□, A4T□ (tab extension: 13 mm or less) Bypass: max. 13.00" x 19.17" to min. 3.73" x 5.26"

### Auto Tray Switch (ATS) Function

When the selected paper tray becomes empty while printing is in progress, the machine automatically switches the paper tray source to continue printing without interruption only if there is another tray that meets the following conditions:

- The same size in the same orientation
- The same paper type

To use the ATS function, previously make the following settings in [02 Function Setting] - [01 Paper Tray Setting] on the Utility menu. For details, see Section 7 of the POD Administrator's Reference.

- In [01 Paper Tray Setting], specify the trays to be automatically selected when Auto Paper functions. Priority order can also be specified for the selected trays.
- In [02 Auto Tray Switch ON/OFF], set the ATS function to ON.
- In [03 ATS Setting], select whether to keep up feeding from the current tray selected by ATS, or to return to the tray used till it becomes empty, when that tray is supplied with paper.

### To Store Paper

Observe the following precautions when storing paper.

- Store paper in a cool, dry area.
- Using damp paper may cause a paper misfeed. Keep partially used packages tightly wrapped during storage.
- Do not place paper packages vertically to store. Paper curl due to the vertical storage may cause a paper misfeed.
- Do not leave paper in a place within easy reach of children.

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### Original Information

#### ADF Originals









The ADF provides the following four modes to scan originals:

- Normal Mode
- Mixed Mode
- Z-Folded Mode
- Single Feed Mode

Specifications for each mode are described as follows:












#### Normal Mode

Detectable original size can be selected from AB series, Inch series, only A series, and AB series and Inch series mixed.


- Feedable original sizes: max. 11.67 inches x 16.97 inches to min. 5.03 inches x 5.49 inches
- Detectable original sizes: 11" x 17" , 8.5" x 14" , 8.5" x 11" , 5.5" x 8.5" , A3 , B4 , A4 , B5 
- Original weight: 14 lb. Bond to 35 lb. Bond
- Curling tolerance: 10 mm or less
- Feeder capacity: 100 sheets (21 lb. Bond)
- Feeding tolerance of the same original: 5 times or less (single-sided), 3 times or less (double-sided)

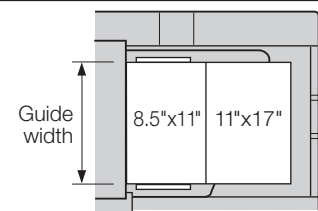
#### Mixed Mode



Use Mixed mode to copy mixed size originals.

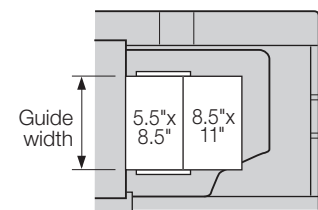
- Detectable original size: The types of size combination are determined by the ADF guide width.
- Guide width for 11" x 17" , and 8.5" x 11" :  
11" x 17" , 8.5" x 14" , 8.5" x 11" , and 5.5" x 8.5"  mixed
- Guide width for 8.5" x 11"  and 5.5" x 8.5" :  
8.5" x 14" , 8.5" x 11" , and 5.5" x 8.5"  mixed
- Original weight: 14 lb. Bond to 35 lb. Bond
- Curling tolerance: 10 mm or less
- Feeder capacity: 100 sheets (21 lb. Bond)
- Feeding tolerance of the same original: 5 times or less (single-sided), 3 times or less (double-sided)

See below for the ADF guide width of each combination.

Guide Width for 11"x17"  and 8.5"x11" :











Guide Width for 8.5"x11"  and 5.5"x8.5" :











#### Z-Folded Mode

Use Z-Folded mode to scan z-folded originals without using the size detection sensor of the ADF.

- Detectable original sizes: 11" x 17" , 8.5" x 14" , 8.5" x 11" , 5.5" x 8.5" , A3 , B4 , A4 , B5 
- Original weight: 14 lb. Bond to 35 lb. Bond
- Curling tolerance: 10 mm or less
- Feeder capacity: 100 sheets (21 lb. Bond)
- Feeding tolerance of the same original: 5 times or less (single-sided), 3 times or less (double-sided)

#### Single Feed Mode

Use Single Feed mode to copy thick originals to be fed one sheet at a time in the ADF.

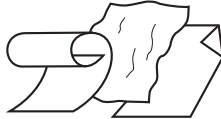
- Feedable original sizes: Max. 11.67 inches x 16.97 inches to min. 5.03 inches x 5.49 inches
- Detectable original sizes: 11" x 17" , 8.5" x 14" , 8.5" x 11" , 5.5" x 8.5" , A3 , B4 , A4 , B5 
- Original weight: 14 to 53 lb. Bond for single-sided original, 14 to 35 lb. Bond for double-sided original
- Curling tolerance: 10 mm or less
- Feeder capacity: 1 sheet at a time
- Feeding tolerance of the same original: 5 times or less (single-sided), 3 times or less (double-sided)

### Originals for Using Original Glass

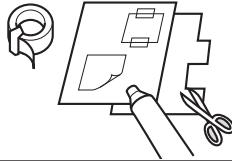
Use the original glass for originals that cannot be loaded in the ADF or for copy conditions not suitable for use with the ADF.

### Unsuitable ADF originals

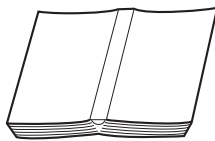
#### Curled, Wrinkled, or Folded



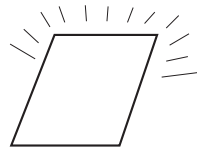
#### Paste-Ups or Cutouts



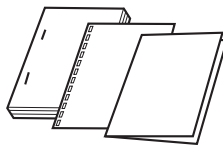
#### Books



#### OHP Transparencies, Art Paper, or Cellophane Paper







#### Double-Folded, Paper with Many Holes or Staples











#### Thick Paper that is Hard to Bend or Thin Paper Such as Letter Paper for Air Mail



### Specifications of Originals for Using Original Glass

Detectable Original Sizes	11" x 17"  , 8.5" x 14"  , 8.5" x 11"  , 5.5" x 8.5" 
Original Weight	15 lb. or less
Original Thickness	1.18 inches or less

- 1 The machine can be set to detect one of the Foolscap sizes (8" x 13" , 8.12" x 13.2" , 8.25" x 13" , 8.5" x 13" ) instead of 8.5"  x 14" .
- 2 5.5" x 8.5"  can be replaced with A5  as a detectable size.  
For details, see Section 7 of the POD Administrator's Reference.

**CAUTION:** Do not place too heavy originals. Do not also press strongly when thick original is placed. The original glass may be broken and you may be injured.

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### Paper Considerations

#### Paper Size Conversion Chart

Paper	Letter	Letter R	Legal	Tabloid	Statement	Statement R
Measurement	8.5" x 11"	11" x 8.5"	8.5" x 14"	11" x 17"	5.5" x 8.5"	8.5" x 5.5"

#### Paper Weight Conversion Chart

Paper Weight	Bond	Book	Bristol	Cover	Index
40 – 49 gsm	11 – 13 lb.	27 – 33 lb.	18 – 22 lb.	15 – 18 lb.	22 – 27 lb
50 – 61 gsm	14 – 16 lb.	34 – 41 lb.	23 – 28 lb.	19 – 23 lb.	28 – 34 lb
62 – 74 gsm	17 – 20 lb.	42 – 50 lb.	29 – 34 lb.	24 – 27 lb.	35 – 41 lb
75 – 91 gsm	21 – 24 lb.	51 – 61 lb.	35 – 42 lb.	28 – 34 lb.	42 – 50 lb
92 – 135 gsm	25 – 36 lb.	62 – 91 lb.	43 – 62 lb.	35 – 50 lb.	51 – 75 lb
136 – 162 gsm	37 – 43 lb.	92 – 109 lb.	63 – 74 lb.	51 – 60 lb.	76 – 90 lb
163 – 216 gsm	44 – 57 lb.	110 – 146 lb.	75 – 99 lb.	61 – 80 lb.	91 – 119 lb
217 – 244 gsm	58 – 65 lb.	147 – 165 lb.	100 – 111 lb.	81 – 90 lb.	120 – 135 lb
245 – 300 gsm	66 – 80 lb.	166 – 203 lb.	112 – 137 lb.	91 – 111 lb.	136 – 166 lb
301 – 350 gsm	81 – 93 lb.	204 – 237 lb.	138 – 160 lb.	112 – 129 lb.	167 – 194 lb

Paper Weight	Tag	A-Book	B-Book	Duodecimo	Octavo
40 – 49 gsm	25 – 30 lb.	22 – 27 kg	33 – 40.5 kg	34.5 – 42 kg	24 – 29 kg
50 – 61 gsm	31 – 37 lb.	27.5 – 33.5 kg	41 – 50.5 kg	42.5 – 52.5 kg	29.5 – 36.5 kg
62 – 74 gsm	38 – 45 lb.	34 – 40.5 kg	51 – 61.5 kg	53 – 63.5 kg	37 – 44 kg
75 – 91 gsm	46 – 56 lb.	41 – 50 kg	62 – 75.5 kg	64 – 78 kg	44.5 – 54.5 kg
92 – 135 gsm	57 – 83 lb.	50.5 – 74 kg	76 – 112 kg	78.5 – 116 kg	55 – 80.5 kg
136 – 162 gsm	84 – 100 lb.	74.5 – 89 kg	112.5 – 134.5 kg	116.5 – 139 kg	81 – 96.5 kg
163 – 216 gsm	101 – 133 lb.	89.5 – 119 kg	135 – 179 kg	139.5 – 185.5 kg	97 – 129 kg
217 – 244 gsm	134 – 150 lb.	119.5 – 134 kg	179.5 – 202.5 kg	186 – 209.5 kg	129.5 – 145.5 kg
245 – 300 gsm	151 – 184 lb.	134.5 – 165 kg	203 – 249 kg	210 – 258 kg	146 – 179 kg
301 – 350 gsm	185 – 215 lb.	165.5 – 192.5 kg	249.5 – 290.5 kg	258.5 – 301 kg	179.5 – 209 kg



## Security Functions

### Security Mode

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The bizhub PRESS 1250/1250P/1052 has two security modes.

### Normal Mode

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Use this mode when the machine is used by a single person and there is low possibility of illicit access or operation. This mode is already set as factory default. To use the machine in normal mode, please refer to the user's guides provided for each operation.

### Enhanced Security Mode

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Use the Enhanced Security mode when the machine is connected to a local area network, or to external networks through a telephone line or other means. An administrator determined for the machine management should follow the instructions in this guide, so that users can have a safe operating environment.

To use the Enhanced Security mode, please contact your service representative for the following settings.

A service representative should set a CE password for CE authentication and administrator password on the machine. The service representative uses the CE password for CE works. The administrator, who obtains the administrator password from the service representative, uses that password to make settings related to the Enhanced Security mode.

The administrator should never leak the administrator password out to others.


The administrator who acquired the administrator password manages the machine set up with the Enhanced Security mode by making the following settings.

- Turning on/off the Enhanced Security mode
- Adding/Changing registered users
- Deleting registered users
- HDD lock password

The administrator is also responsible in providing users with the following instructions.

- Never leak his/her password out to others.
- Be sure to log out when completing the machine operation after logging in upon the user authentication.

Please be sure to use the Enhanced Security mode to prevent unauthorized access to HDD.

With the Enhanced Security mode activated, the machine displays a security icon  in the lower right area of the touch panel.

The security icon will disappear when the Enhanced Security mode is deactivated. If the administrator accidentally deactivates the Enhanced Security mode, please contact your service representative. You should ask a customer engineer (CE) to check the security environment and settings before activating the Enhanced Security mode again.

## Environment

### Environment in which the Enhanced Security Mode is Recommended

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An environment where the machine is monitored by a telephone line or a network.

### Creating a Secure Environment

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For security, we recommend that supervisors and an administrator use the Enhanced Security mode and establish an environment as follows.

- Qualifications to be an administrator: A supervisor selects a reliable person who has adequate knowledge, technical ability, and experience as an administrator, to whom to delegate administration of the machine.
- Guarantee of customer engineer (CE): A supervisor or an administrator can use the Enhanced Security mode after confirming that a service contract has been signed with a customer engineer (CE). Clearly state in the service contract that the customer engineer (CE) will not engage in any fraudulent actions.

continued

# **bizhub PRESS 1250/1250P/1052 Customer Expectation Guide**

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## specification & installation

### **Creating a Secure Environment** continued

- Secure LAN: Be sure to connect the machine to a local area network protected by firewall in order to prohibit access from external networks.
- An administrator should designate the installation location to be available only for product users.
- An administrator is required to be present at customer engineer (CE) works such as installation or maintenance.

### **Description of Enhanced Security Mode**

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Security functions will be enhanced as follows.

### **Protecting and Deleting of Remaining Data After Being Used**

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There are two types of Image data stored in memory or HDD: AHA compressed data and uncompressed data, which are TIFF format, PDF format, and PS data. The image area of memory or HDD with AHA compressed data will be released after clearing the used data. In normal mode, the data is not completely deleted, which may allow for unauthorized reading of the data. In Enhanced Security mode, the image area of memory or HDD is overwritten with data unrelated to the image before the area is released, irrespective of whether the stored image data is compressed.

### **Enhanced Passwords**

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There are 5 different passwords provided for security functions.

- CE password
- Administrator password
- User password
- Account password
- HDD lock password

The CE authentication password, administrator password, and account password should be comprised of 8 alphanumeric characters and/or symbols (the alphabetic characters are case-sensitive).

The user password is normally made from 1 to 64 alphanumeric characters (case-sensitive); however, the user password less than 8 characters will be unavailable in the Enhanced Security mode.

The machine in the Enhanced Security mode also refuses any entry for 5 seconds, if a wrong password is entered for one of the 5 passwords mentioned above.

Should you forget any security-related password, please take action as follows depending on the type of password.

- For a user password or account password, please contact your administrator.
- If you have forgotten the administrator password or HDD lock password, please contact your service representative.

We recommend that each password should be changed on a regular basis in order to prevent illicit access or falsification of data.

### **Data Access**

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Ensure that a user is required to enter an enhanced password which has been set by the administrator, in order to save data into the user box stored in HDD or output the stored data.

When saving scanned data into a user box, you can improve security by setting an enhanced password. Only administrators can delete folders and user boxes in which scanned data resides. Once a user box attribute has been changed, user authentication with an enhanced password is required. User authentication is also required for using saved scanned data.

### **Machine NIC Settings**

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While the Enhanced Security mode is activated, the machine NIC cannot be used.

### **Blocking External Accesses**

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No access is allowed over telephone lines other than CS Remote Care.

### **Create, Save and Analyze an Audit Log**

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A history of security function operations will be created and saved as an audit log. Date and time, information identifying the person who made the operation, details of the operation, and results of the operation will be saved, enabling analysis of unauthorized accesses. This log will be overwritten if the audit area is depleted.

### Administrator Authentication

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A service representative is supposed to set up an authentication data for an administrator. According to this authentication data, the administrator gains authorized access by entering the administrator password. Only one authentication string can be registered per machine.

### Administrator Setting Mode

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The machine enters the administrator setting mode when password authentication is successfully made by the administrator. In the administrator setting mode, setting change of various machine functions is available.

With the Enhanced Security mode activated, the machine rejects any setting change in [06 Administrator Setting] – [01 System Setting] – [02 Date/Time Setting] on the Utility Menu Screen.

Be sure to exit the administrator setting mode if you leave in front of the machine while using this mode.

### USB Port Functions

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The following functions are still available using a USB port even when the Enhanced Security mode is activated.

- USB Memory ISW
- Printing charts via USB (for CE)
- Keyboard, mouse

### Printer

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Using the printer controller which supports the Enhanced Security mode, you can store the print data in the internal memory or on the HDD by entering a user name from the printer driver. The stored data can be output after successful authentication of the user name with its corresponding password entered from the printer driver when the data was stored. Please note that the stored data can potentially be output by others if you use somebody else's user name to store the print data.

For details of the printer controller and printer driver which support the Enhanced Security mode, contact your service representative.

For the operation procedure of the printer controller or printer driver, please refer to the user's guide for each.

### Data Protected by the Enhanced Security Mode

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Enhanced Security mode improves the security of data for users. Such data includes:

- Data stored within a personal folder (with password)

Also, the following data managed by the administrator is better secured:

- User data
- Data to manage the machine

### Data Exempted from the Protection of Enhanced Security Mode

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When the machine is connected to PCs on a local network, passwords entered from PCs are not subject to the Enhanced Security mode. Please do not enter any password from such PCs for prevention of leakage.

### Turning Enhanced Security Mode ON/OFF

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The administrator is responsible for turning the Enhanced Security mode ON/OFF.

The administrator should never fail to activate the Enhanced Security mode. Please be especially careful when turning the Enhanced Security mode OFF, being aware that data can potentially be accessed.

### Protecting and Deleting of Remaining Data After Being Used

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Data from copy, scan, and printer modes are stored temporarily into memory or HDD, and then deleted after being used if there was no operation such as storing them into a user box.

The data is compressed in a special way and generally it cannot be externally decompressed. When compressed data is deleted, a part of the data is either destroyed or overwritten and will not be able to be decompressed.

- The data temporarily stored in memory will be overwritten with invalid data when the job is interrupted or ended.
- The data stored in several areas of memory will be overwritten with invalid data simultaneously.

continued

# **bizhub PRESS 1250/1250P/1052 Customer Expectation Guide**

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## specification & installation

### **Protecting and Deleting of Remaining Data After Being Used** continued

The data stored in a box will be overwritten with invalid data when a delete order is issued.

- If data is transmitted externally, it will be overwritten with invalid data when the transmission is completed.
- If the administrator issues a delete order for each box, it will be overwritten with invalid data.

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### Controller Specifications

Item	Specifications
Type	Built-in printer controller
RAM	2 GB
HDD	250 GB
SSD	2 GB
I/F	Ethernet (1000Base-T/100Base-TX/10Base-T) USB 2.0
Frame Type	Ethernet 802.2 Ethernet 802.3 Ethernet II Ethernet SNAP
Supported Protocols	TCP/IP (IPv4/IPv6), BOOTP, ARP, ICMP, DHCP, DHCPv6, AutoIP, SLP, SNMP, FTP, LPR/LPD, RAW Socket, SMB over, TCP/IP, IPP, HTTP, POP, SMTP, LDAP, NTP, SSL, IPX/SPX, AppleTalk, Bonjour, NetBEUI, WebDAV, DPWS, IPsec, DNS, DynamicDNS, LLNMR, LLTD
Page Description Language	Adobe PostScript 3 (PS3019) PDF Direct Print (PDF Ver. 1.7) TIFF Direct Print (TIFF 6.0 compliant) PPML (Ver. 2.1) PCL5e PCL XL (PCL6) compatible
Operating Environment Conditions	Temperature: 10 to 30 degrees Centigrade Humidity: 15 to 85%RH
Resolution	1200 dpi x 1200 dpi 600 dpi x 600 dpi
Fonts (Built-in fonts)	<b>Postscript 3:</b> European 136 fonts <b>PCL:</b> Agfa Micro Type 80 fonts Line Printer 1 font
Compatible Computer	IBM PC or compatible, and Macintosh (PowerPC, Intel Processor: Intel Processor is for Mac OS X 10.4/10.5/10.6 only)
Original Type	Sheet/book/cubic object
Max. Original Size	Fixed form: A3 (297mm x 420mm)/ 11" x 17" (279.4mm x 432mm) Custom form: 324mm x 483mm (when using an original glass)
Cubic Object	Weight: Max. 6.8kg
Original Position	Deep-left-sided
Scanning Resolution	200dpi, 300dpi, 400dpi, 600dpi, 1200dpi
Reading Speed	A4: Max. 96 sheets/min. (simplex) 8.5" x 11": Max. 95 sheets/min. (simplex)
Interface	Ethernet (1000Base-T/100Base-TX/10Base-T)
The kind of the scan function	Scan-to-HDD Scan-to-FTP
Scan-to-Email	Scan-to-SMB Web Services (WS Scan)

Item	Specifications
Compression Method	MMR compression for TIFF/PDF/Encrypted PDF format files <ul style="list-style-type: none"> <li>• In the case of an encrypted PDF, a password is required to be set.</li> <li>• Compression method can be changed to MH compression. For more information, contact your service representative.</li> </ul>
Configurable Items for Reading	Original Setting, Quality Adjustment, Zoom, Scan Size, Resolution, Simplex/Duplex, File Type, File Name, Address

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### Type of Paper

Paper Type	Main Tray	PF-706	LU-409/LU-410
Fine	●	●	●
Plain	●	●	●
Book/News (216 gsm or less is recommended)	●	●	●
Embossed (216 gsm or less is recommended)	●	●	●
Blank Insert	●	●	●
Label Paper <sup>1</sup>	×	●	●
OHP Film <sup>2</sup>	×	●	●
Tab Paper <sup>3</sup>	●	●	●

1 Only the LU tray or the PF-706 middle tray can feed paper. Paper feed direction is specified.

2 Only the LU tray or the PF-706 middle tray can feed paper. Quality is not guaranteed.

3 Set direction is specified. Only for simplex.

### Recommended Paper

Paper Type	Product Name	Weight	Recommendation <sup>1</sup>
Bond	Domtar First Choice Multi-use	90 gsm	Recommended paper A
	Domtar First Choice Cover & Card	176 gsm	Recommended paper B
	Hammermill Tidal MP	75 gsm	Recommended paper A
	Hammermill Fore MP	75 gsm	Recommended paper A
	Hammermill Fore MP-colors (30% post-consumer fiber)	75 gsm	Recommended paper A
	Xerox Digital Publishing Paper	66 gsm	Recommended paper A
	Hammermill Color Copy Cover Photo White	120 gsm	Recommended paper A
Recycled	Boise X9	60 gsm	Recommended paper B
	Domtar Recycled Husky Xero Copy	75 gsm	Recommended paper A
	Hammermill Great White Copy (30% Post-Consumer Fiber)	75 gsm	Recommended paper A
Gloss	Boise ASPEN 100 Recycle	75 gsm	Recommended paper A
	Caroline Digital C2S Cover	234 gsm	Recommended paper B
	Domtar First Choice Cover & Card	176 gsm	Recommended paper B
Cover	Xerox Business 90 lb. Index	90 lb.	Recommended paper B
	Springhill Digital Index (Formerly known as Index Plus)	110 lb.	Recommended paper B
Transparency	3M CG3700	92–135 gsm <sup>2</sup>	Paper for original through check
Label	Avery 5160	136–216 gsm <sup>2</sup>	Paper for original through check
	Avery 5352	136–216 gsm <sup>2</sup>	Paper for original through check
NCR	Appleton NCR Paper Xero/Form II <sup>2</sup>		Paper for original through check

1 Recommended Paper A: Evaluation standard paper for Japan, North America and Europe.

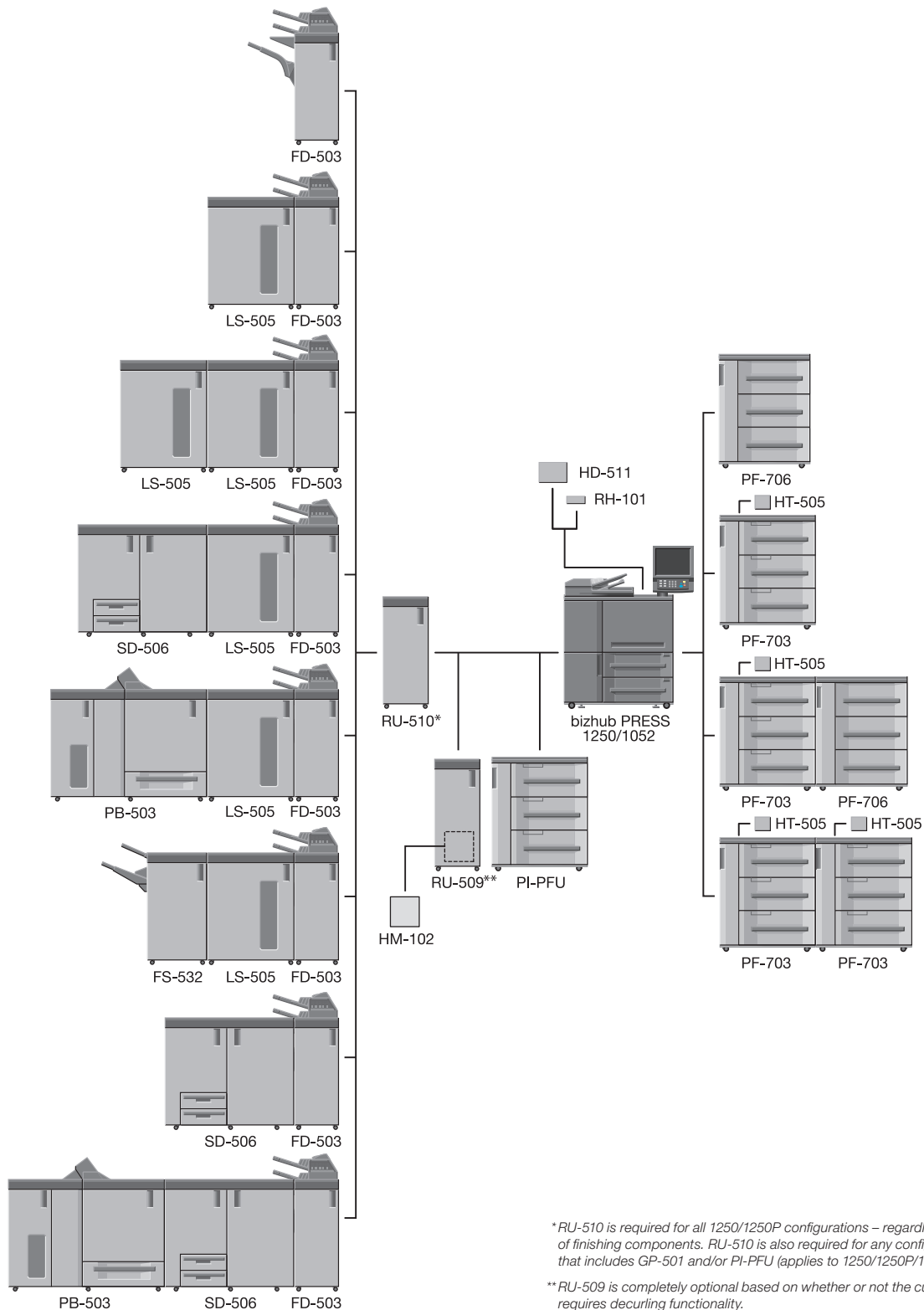
Recommended Paper B: Paper which can be fed (Reliability evaluation is not target). Long grain paper is recommended for 49 gsm or less, and short grain paper is recommended for 217 gsm or more. Paper for original through check: Q zone is recommended.

2 Only for Simplex.

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### How to Build a System for the bizhub PRESS 1250/1250P/1052 Production System (from start to finish)



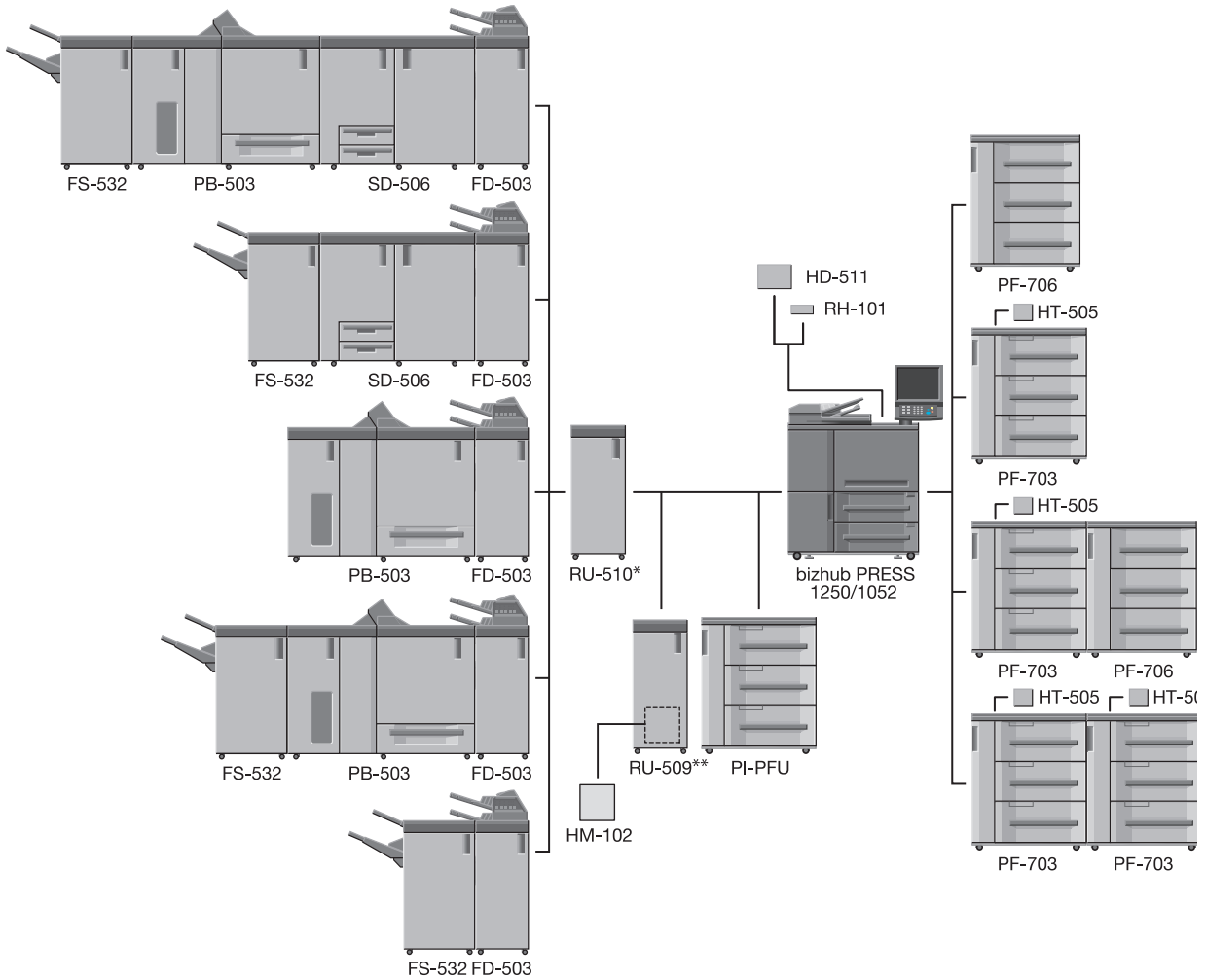
\*RU-510 is required for all 1250/1250P configurations – regardless of finishing components. RU-510 is also required for any configuration that includes GP-501 and/or PI-PFU (applies to 1250/1250P/1052).

\*\*RU-509 is completely optional based on whether or not the customer requires decurling functionality.

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### How to Build a System for the bizhub PRESS 1250/1250P/1052 Production System (from start to finish)



\*RU-510 is required for all 1250/1250P configurations – regardless of finishing components. RU-510 is also required for any configuration that includes GP-501 and/or PI-PFU (applies to 1250/1250P/1052).

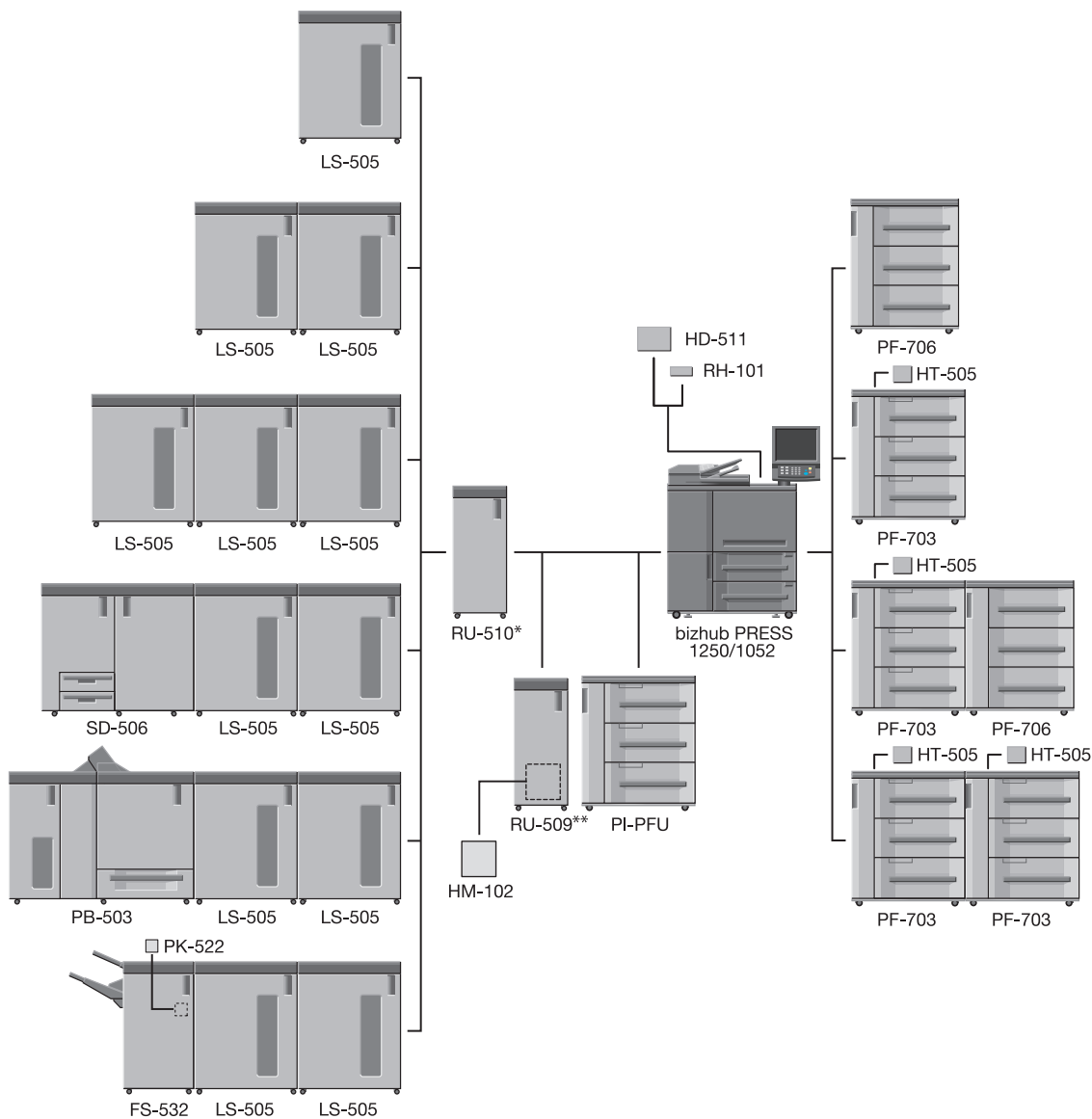
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# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### How to Build a System for the bizhub PRESS 1250/1250P/1052 Production System (from start to finish)



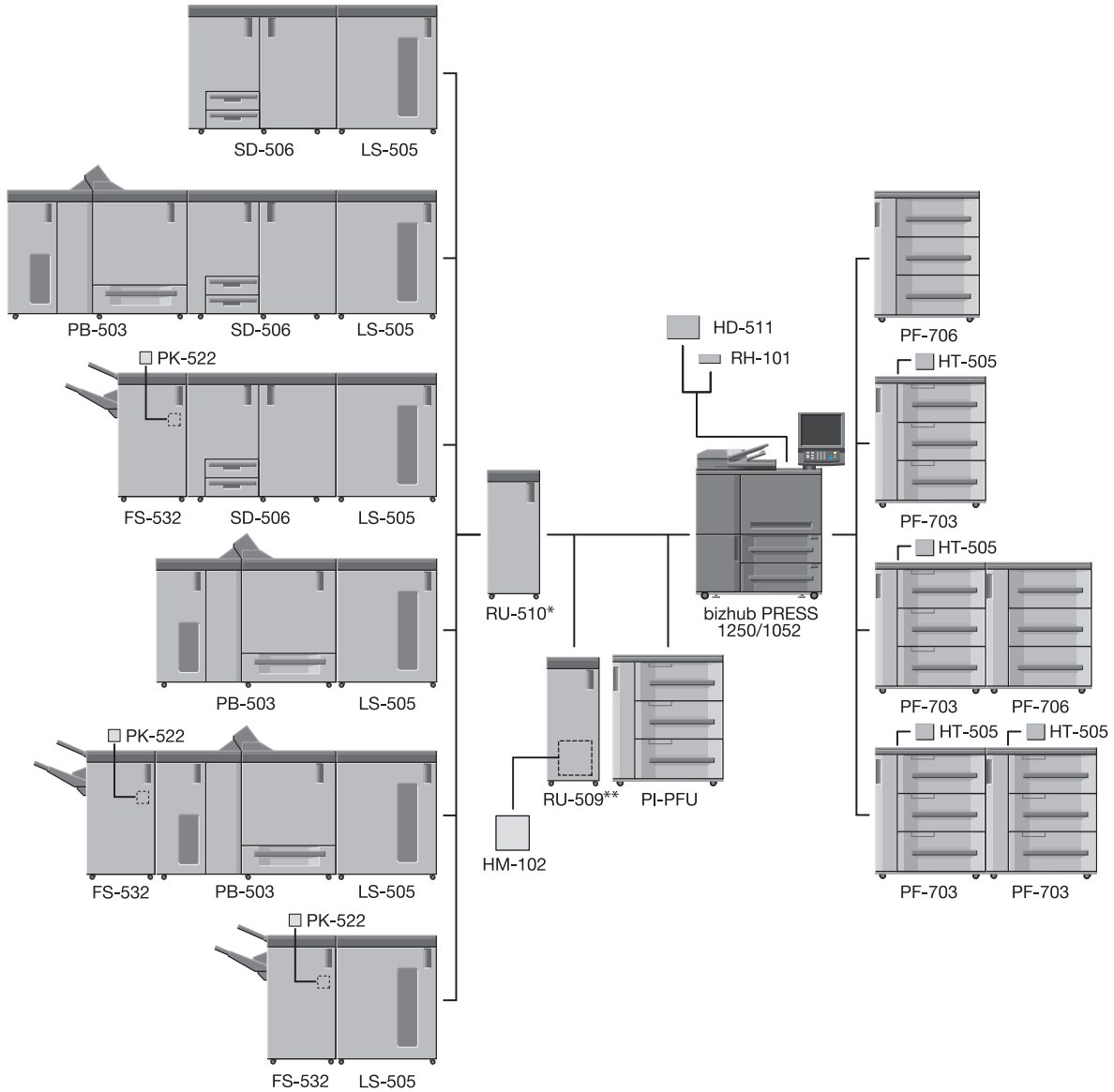
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# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

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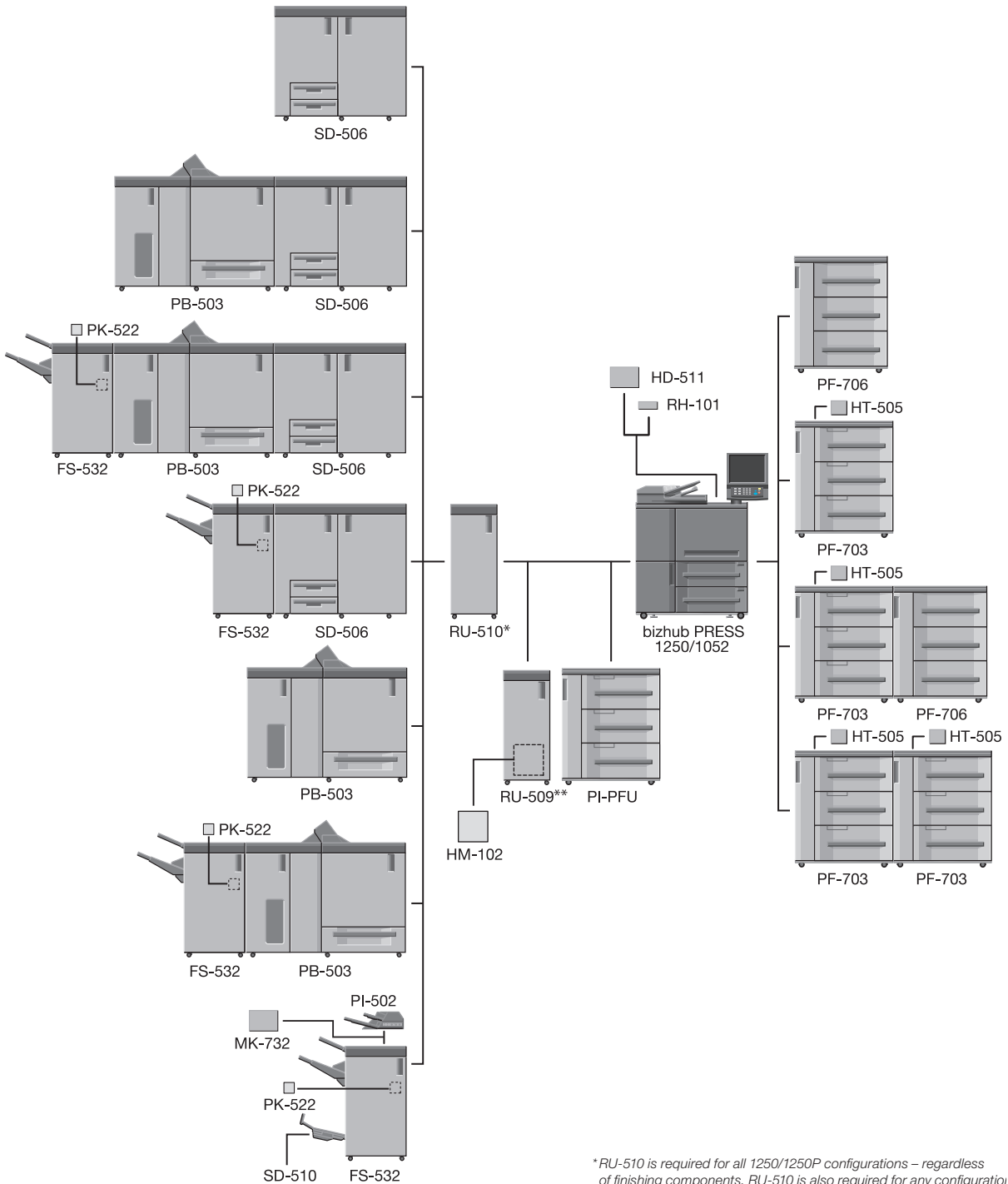
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specification & installation

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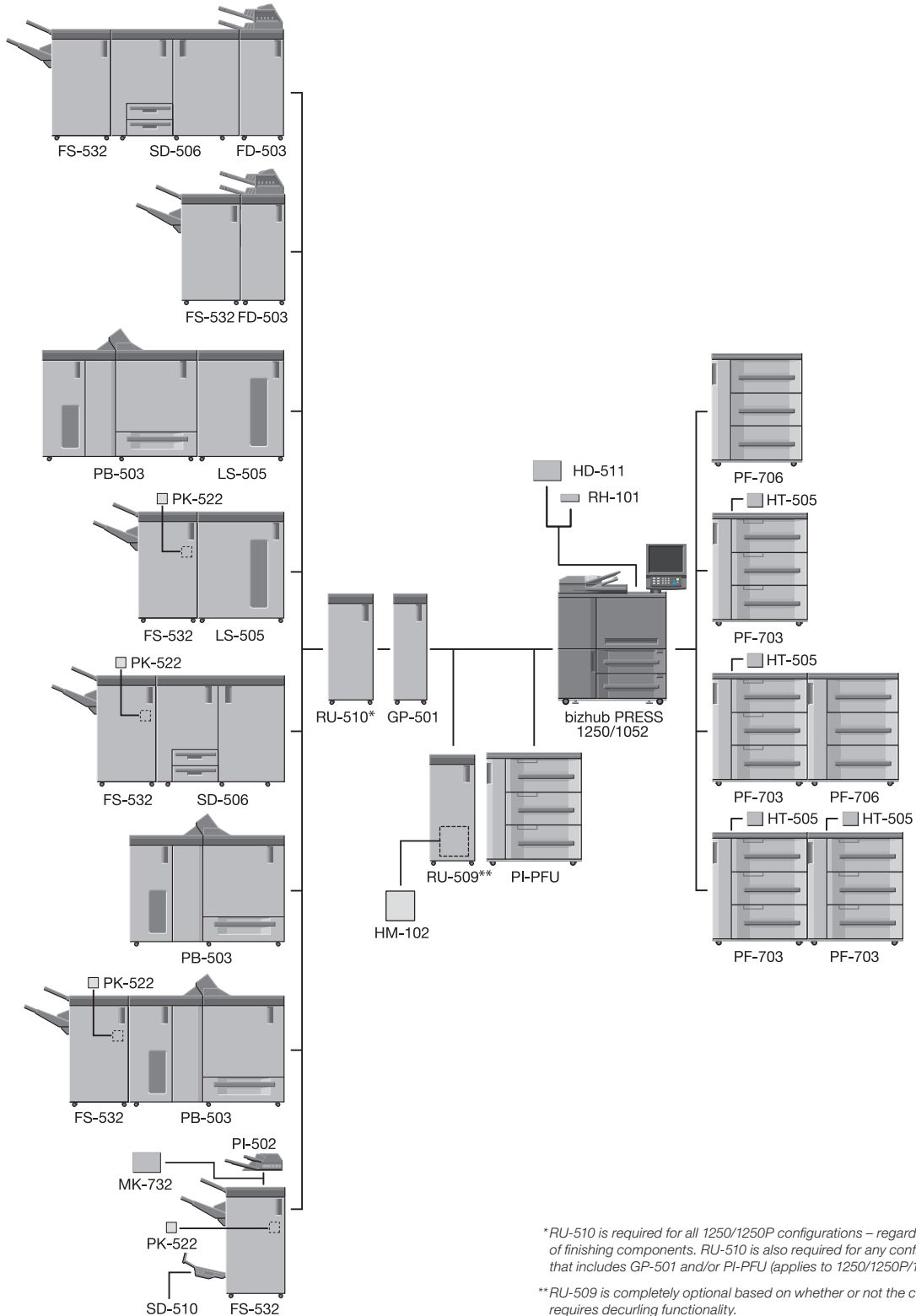
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# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

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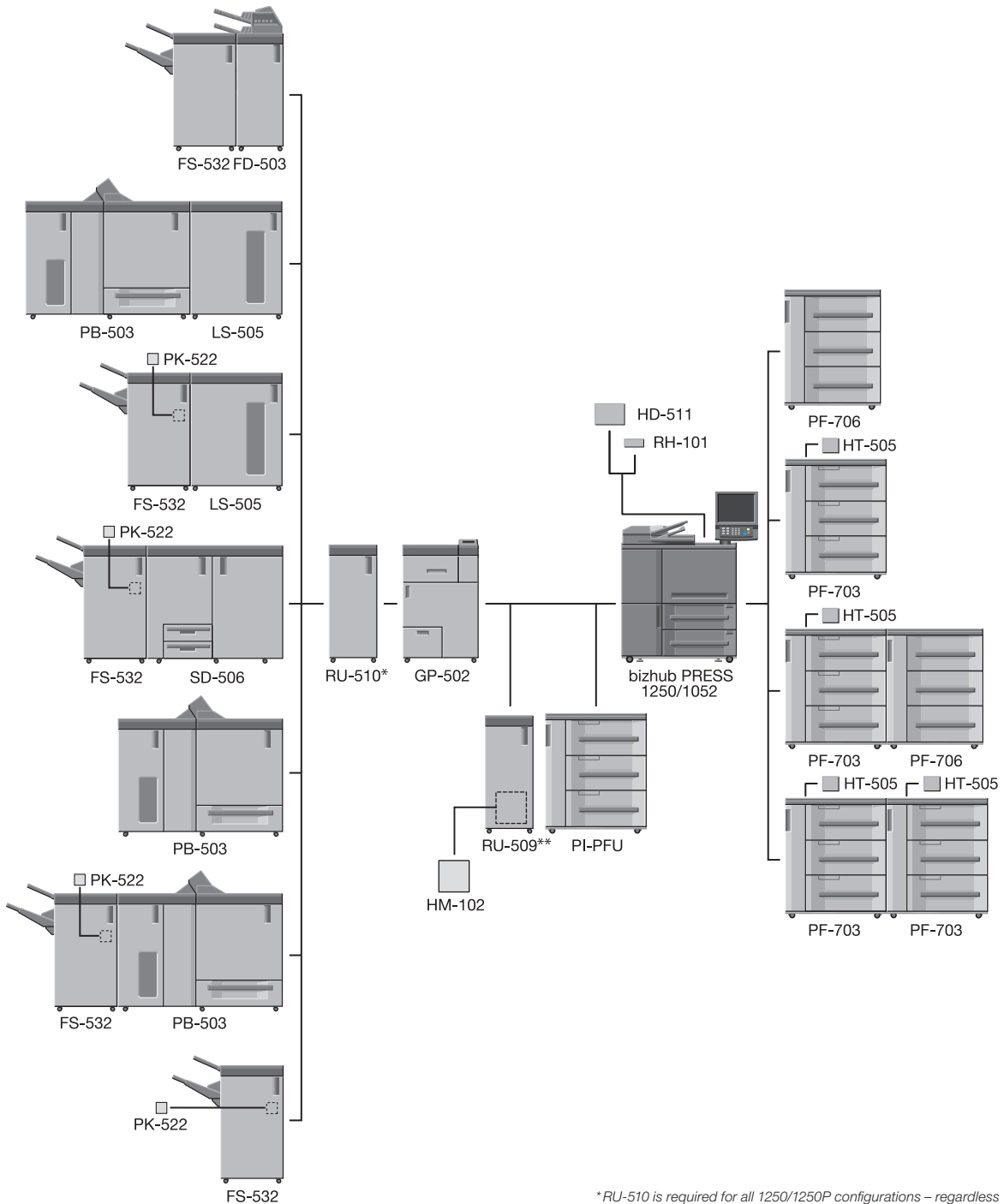
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# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

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# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

## specification & installation

### Accessory Options for bizhub PRESS 1250/1250P/1052 Production System

ACCESSORY	ITEM NUMBER	DESCRIPTION	NOTES
<b>BASE UNIT</b>			
bizhub PRESS 1250	A4EU011	125 ppm B&W Printer/Copier/Scanner	<i>Includes: (1) Drum, (1) Developer, 512 MB System Memory, 768 MB DRAM, Tray 1/2: 1,500 sheets each, Total Standard Paper Capacity: 3,000 sheets (14,000 sheets max.)</i>
bizhub PRESS 1250P	A4EX011	125 ppm B&W Printer	
bizhub PRESS 1052	A4EV011	105 ppm B&W Printer/Copier/Scanner	
<b>PAPER SUPPLY OPTIONS</b>			
PF-703	A0GDWY2	Vacuum Fed Paper Feed Unit	<i>3 Trays - 2x 1,850/1x 1,300 sheets (Total capacity 5,000 sheets)</i>
PF-706	A4EYWY1	Air Assisted Friction Fed Paper Feed Unit	<i>3 Trays - 2,000 sheets each (Total capacity 6,000 sheets)</i>
PP-701	A08RWY1	Pre-Printed Paper Feed Enhance Kit for PF-706	<i>Parts kit for PF-706 to enable better feeding of pre-printed paper</i>
FA-501	A0GFWY1	PI-PFU Connection Kit for PF-703	<i>Enables connection of PF-703 after engine as a post inserter</i>
HT-505	A15AWY1	Dehumidifier/Heater for PF-703	<i>Removes excess moisture from paper in PF-703</i>
<b>OUTPUT OPTIONS</b>			
FS-532	A4F3WY1	All-in-One 100-sheet Stapling Finisher	
SD-510	A4F4WY1	Saddle Stitch Kit for FS-532	<i>Adds saddle stitch booklet making (booklets up to 20 sheets = 80 pages) and half/tri-folding to FS-532</i>
PK-522	A4FAW11	Hole Punch Kit	<i>Adds 2/3-hole punch to FS-532</i>
PI-502	A04HWY2	Post Inserter	<i>Adds post process sheet insertion to FS-532. REQUIRES MK-732 MOUNT KIT.</i>
MK-732	A4F5WY1	Mount Kit for PI-502	<i>Required for mounting PI-502 to FS-532</i>
GP-501	A0N9W11	GPC Multipunch Unit	<i>Uses any of (7) optional user-swappable punch dies NOTE: Does not ship with any dies -- must order at least 1 die set</i>
DS-501	A0NAW11	DS-501 3 Hole Punch Die	
DS-502	A0NCW11	DS-502 19 Hole Cerlox Punch Die	
DS-503	A0NDW11	DS-503 32 Hole Wirebind Punch Die	
DS-504	A0NEW11	DS-504 21 Hole Wirebind Punch Die	
DS-505	A0NFW11	DS-505 44 Hole Color Coil Punch Die	
DS-506	A0NGW11	DS-506 11 Hole Velobind Punch Die	
DS-507	A0NHW11	DS-507 32 Hole Proclick Punch Die	
GP-502	A4F6W11	GBC Inline Ring Binder	<i>Punches and binds finished books in line NOTE: Does not ship with any binding elements - must order RB-101 binding elements separately</i>
RB-101	A4F7WY1	RB-101 Element for Ring Binder - BLACK	<i>200 x 5</i>
RB-101	A4F7WY2	RB-101 Element for Ring Binder - CLEAR	<i>200 x 5</i>
RB-101	A4F7WY3	RB-101 Element for Ring Binder - WHITE	<i>200 x 5</i>
RB-101	A4F7WY4	RB-101 Element for Ring Binder - NAVY	<i>200 x 5</i>
FD-503	A0H0W11	FD-503 Multi Folding Unit	<i>Features: (6) fold patterns, 2/3-hole punch, post insertion</i>
LS-505	A0H1W12	LS-505 Large Capacity Stacker (includes one LC-501)	<i>Max. unattended output capacity: 5,000 sheets</i>
SD-506	A0H2WY2	SD-506 Saddle Stitch Unit	<i>Create saddle stitched booklets up to 200-pages (50-sheets)</i>
PB-503	A15XW12	PB-503 Perfect Binder	<i>Create glue bound books up to 30mm thick (~300 sheets) Must order GC-501 Glue Chips with PB-503</i>
LC-501	A1AHWY1	LC-501 Additional Cart for LS-505	
RU-509	A2A2W12	RU-509 Relay Unit	<i>Completely optional. Recommended if customer requires decurling</i>
HM-102	A2A3WY2	HM-102 Humidifier Unit for RU-509	<i>Reintroduces moisture into printed output to remove paper curl</i>
EF-102	A4F2WY1	EF-102 Envelope Fusing Unit	<i>Required for running envelopes</i>
RU-510	A4FCWY1	RU-510 Relay Unit	<i>Required for all 1250/1250P configurations and any configuration including a PI-PFU or GP-501</i>

# bizhub PRESS 1250/1250P/1052 Customer Expectation Guide

specification & installation

## Accessory Options for bizhub PRESS 1250/1250P/1052 Production System

ACCESSORY	ITEM NUMBER	DESCRIPTION	NOTES
<b>MISC OPTIONS</b>			
HD-511	A0W5WY1	HD-511 Removable HDD Inner Case Kit	
RH-101	A0W6WY2	RH-101 Removable HDD Kit	
UK-205	A5A8WY1	UK-205 (upgrade kit for eCopy)	<i>Required for control panel integration with eCopy ShareScan</i>

## CONSUMABLES

CONSUMABLE	ITEM NO.	YIELD
TN014 Toner	A3VV130	137,000
DR012 Drum Unit <i>for 1250/1052/951</i>	A3VVP00	1,000,000
DV011 Developer <i>for 1250/1052/951, 1200/1051</i>	A0TH500	1,000,000
SK-601 Staples <i>for SD-501/506 (5K x 3)</i>	14YH	—
SK-602 Staples <i>for SD-510 (5,000 x 3)</i>	14YK	—
SK-703 Staples <i>for FS-532 (5,000 x 5)</i>	A4RCWY1	—
GC-501 Glue Chips <i>(for PB-501, PB-502, PB-503)</i>	A080WY1	333 books of 100-sheets (8.5" x 11")





## **bizhub**

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02/23/2014



Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

State of West Virginia  
 Request for Quotation  
 30 - Printing

Proc Folder: 239365

Doc Description: ADDENDUM NO. 1 -LEASE FOR RICOH PRO 8110e/PRO 8120E OR EQUAL

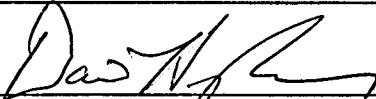
Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2016-11-01	2016-11-16 13:30:00	CRFQ 0402 EDD1700000003	2

**BID RECEIVING LOCATION**  
 BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**  
 Vendor Name, Address and Telephone Number:  
 Komax, LLC  
 500 P St.  
 So. Charleston WV 25303 304-744-7440

**FOR INFORMATION CONTACT THE BUYER**  
 Michelle L Childers  
 (304) 558-2063  
 michelle.l.childers@wv.gov

Signature X  FEIN # 55-0767809 DATE 11/16/16

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION**

Addendum

Addendum No. 1 issued to publish and distribute the attached information to the vendor community.  
 .....

Request for Quotation

The West Virginia Purchasing Division is soliciting bids on behalf of the West Virginia Department of Education, Office of Public Information and Print Shop to establish a contract for a five (5), one (1) year lease, maintenance & support services, parts, labor and supplies agreement of Ricoh Pro 811e/8120e or Equal that will provide electronic document management solutions that includes copying, printing, scanning, binding, file storage and document retrieval etc., for use in the public information and production division of the West Virginia Department of Education located at 1900 Kanawha Boulevard East Building 6, Room B -009 Print Shop, Charleston, WV 25305 per the bid requirements, specifications, terms and conditions attached to this solicitation.

INVOICE TO		SHIP TO	
DEPARTMENT OF EDUCATION BLDG 6, RM 204 1900 KANAWHA BLVD E CHARLESTON WV25305 US		SECRETARY DEPARTMENT OF EDUCATION OFFICE OF COMMUNICATIONS 1900 KANAWHA BLVD E, BLDG 6 RM 009 CHARLESTON WV 25305 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	YEAR 1 - LEASE FOR RICOH PRO 8110e/PRO 8120E OR EQUAL	4.00000	QTR		

Comm Code	Manufacturer	Specification	Model #
80161800			

Extended Description :

YEAR 1 - LEASE FOR RICOH PRO 8110e/PRO 8120E OR EQUAL (LEASE, PARTS, LABOR, SUPPLIES, MAINTENANCE AND SUPPORT SERVICES)

INVOICE TO		SHIP TO	
DEPARTMENT OF EDUCATION BLDG 6, RM 204 1900 KANAWHA BLVD E CHARLESTON WV25305 US		SECRETARY DEPARTMENT OF EDUCATION OFFICE OF COMMUNICATIONS 1900 KANAWHA BLVD E, BLDG 6 RM 009 CHARLESTON WV 25305 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	RATE PER CLICK FOR BLACK AND WHITE EXCEEDING THE 1,000,000	5000.00000	EA		

Comm Code	Manufacturer	Specification	Model #
80161800			

Extended Description :

RATE PER CLICK FOR BLACK AND WHITE COPIES EXCEEDING THE 1,000,000-COPY LIMIT PER QUARTER.

INVOICE TO		SHIP TO	
DEPARTMENT OF EDUCATION BLDG 6, RM 204 1900 KANAWHA BLVD E CHARLESTON WV25305 US		SECRETARY DEPARTMENT OF EDUCATION OFFICE OF COMMUNICATIONS 1900 KANAWHA BLVD E, BLDG 6 RM 009 CHARLESTON WV 25305 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	YEAR 2 - LEASE FOR RICOH PRO 8110e/PRO 8120E OR EQUAL	4.00000	QTR		

Comm Code	Manufacturer	Specification	Model #
80161800			

Extended Description :  
YEAR 2 - LEASE FOR RICOH PRO 8110e/PRO 8120E OR EQUAL (LEASE, PARTS, LABOR, SUPPLIES, MAINTENANCE AND SUPPORT SERVICES)

INVOICE TO		SHIP TO	
DEPARTMENT OF EDUCATION BLDG 6, RM 204 1900 KANAWHA BLVD E CHARLESTON WV25305 US		SECRETARY DEPARTMENT OF EDUCATION OFFICE OF COMMUNICATIONS 1900 KANAWHA BLVD E, BLDG 6 RM 009 CHARLESTON WV 25305 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	YEAR 3 - LEASE FOR RICOH PRO 8110e/PRO 8120E OR EQUAL	4.00000	QTR		

Comm Code	Manufacturer	Specification	Model #
80161800			

Extended Description :  
YEAR 3 - LEASE FOR RICOH PRO 8110e/PRO 8120E OR EQUAL (LEASE, PARTS, LABOR, SUPPLIES, MAINTENANCE AND SUPPORT SERVICES)

INVOICE TO		SHIP TO	
DEPARTMENT OF EDUCATION BLDG 6, RM 204 1900 KANAWHA BLVD E CHARLESTON WV25305 US		SECRETARY DEPARTMENT OF EDUCATION OFFICE OF COMMUNICATIONS 1900 KANAWHA BLVD E, BLDG 6 RM 009 CHARLESTON WV 25305 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
5	YEAR 4 - LEASE FOR RICOH PRO 8110e/PRO 8120E OR EQUAL	4.00000	QTR		

Comm Code	Manufacturer	Specification	Model #
80161800			

**Extended Description :**

YEAR 4 - LEASE FOR RICOH PRO 8110e/PRO 8120E OR EQUAL (LEASE, PARTS, LABOR, SUPPLIES, MAINTENANCE AND SUPPORT SERVICES)

INVOICE TO	SHIP TO
DEPARTMENT OF EDUCATION BLDG 6, RM 204 1900 KANAWHA BLVD E CHARLESTON WV25305 US	SECRETARY DEPARTMENT OF EDUCATION OFFICE OF COMMUNICATIONS 1900 KANAWHA BLVD E, BLDG 6 RM 009 CHARLESTON WV 25305 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
6	YEAR 5 - LEASE FOR RICOH PRO 8110e/PRO 8120E OR EQUAL	4.00000	QTR		

Comm Code	Manufacturer	Specification	Model #
80161800			

**Extended Description :**

YEAR 5 - LEASE FOR RICOH PRO 8110e/PRO 8120E OR EQUAL (LEASE, PARTS, LABOR, SUPPLIES, MAINTENANCE AND SUPPORT SERVICES)

INVOICE TO	SHIP TO
DEPARTMENT OF EDUCATION BLDG 6, RM 204 1900 KANAWHA BLVD E CHARLESTON WV25305 US	SECRETARY DEPARTMENT OF EDUCATION OFFICE OF COMMUNICATIONS 1900 KANAWHA BLVD E, BLDG 6 RM 009 CHARLESTON WV 25305 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
7	FAIR MARKET VALUE BUY-OUT (OPTIONAL)	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
80161800			

**Extended Description :**

FAIR MARKET VALUE BUY-OUT (OPTIONAL PURCHASE ONLY AFTER EXPIRATION OF THE CONTRACT).

NOTE: OPTIONAL ITEM ONLY AND SHALL BE DETERMINED AFTER EXPIRATION OF THE CONTRACT BUT WILL BE A PART OF THE BID EVALUATION.

**SOLICITATION NUMBER: CRFQ EDD1700000003**  
**Addendum Number: 01**

---

The purpose of this addendum is to modify the solicitation identified as ("Solicitation") to reflect the change(s) identified and described below.

**Applicable Addendum Category:**

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

**Description of Modification to Solicitation:**

This addendum is issued to modify the solicitation per the attached documentation and the following:

1. To publish vendor's questions and agency answers.
2. To revise the following specifications: 3.1.1.2.5, 3.1.1.2.6, 3.1.1.2.14, 3.1.1.2.18, 3.1.1.2.19, and 3.1.1.2.20 and correct numbering.

No other changes.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

**CRFQ EDD1700000003**  
**Lease for Ricoh Pro 8110e/Pro 8120e Series or Equal**  
**Questions & Answers**

**Q1.)** 2.7 What is meant by “double punch large sheets for offline cutting”?

**A1.)** GBC Punch Capability will be updated to:

**2.7 “GBC” - machine’s capability to 19-hole , 3-hole and 2-hole punch.**

**Q2.)** 3.1.1.2.7 states “must be able to print on paper weight with a maximum of (350) GSM weight, minimum of 16 lb. to maximum 110lb. and to a maximum 80 lb. cover.

**A2.)** Items 3.1.1.2.7 & 3.1.1.2.14 are corrected and are combined together as Item **3.1.1.2.9**

**Other revisions:**

1. Item 3.1.1.2.5 minimum print resolution is added
2. Item 3.1.1.2.6 Fiery feature or equal requirement is added
3. Item 3.1.1.2.14 Plock-matic booklet maker or equal requirement is added
4. Item 3.1.1.2.18 stacker capacity requirements change from maximum to a minimum
5. Item 3.1.1.2.19 paper tray capacity requirements change from maximum to a minimum
6. Item 3.1.1.2.20 air assist and vacuum fed paper tray features added.
7. Item numbering changed to accommodate revisions and additions.

No other changes.

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SPECIFICATIONS

1. **PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of the West Virginia Department of Education, Office of Public Information and Print Shop to establish a contract for a five (5), one (1) year lease, maintenance & support services, parts, labor and supplies agreement of Ricoh Pro 8110e/8120e or Equal that will provide electronic document management solutions that includes copying, printing, scanning, binding, file storage and document retrieval etc., for use in the public information and production division of the West Virginia Department of Education located at 1900 Kanawha Boulevard East Building 6, Room B -009 Print Shop, Charleston, WV 25305.
  
2. **DEFINITIONS:** The terms listed below shall have the meanings assigned to them below. Additional definitions can be found in section 2 of the General Terms and Conditions.
  - 2.1 **“Contract Item”** means the maintenance, support & supplies associated with the lease of Ricoh Pro 8110e/8120e or Equal as more fully described by the specifications below.
  
  - 2.2 **“Pricing Page”** means the schedule of prices, estimated order quantity, and totals attached hereto as Exhibit A and used to evaluate the Solicitation response.
  
  - 2.3 **“Solicitation”** means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.
  
  - 2.4 **“CONSUMABLES”** means items that are depleted through normal operation of equipment which include, but are not limited to items such as ink, toner, staples and toner waste container bottles.
  
  - 2.5 **“REPLENISHMENT”** means replacement of all consumables except paper.
  
  - 2.6 **“GSM”** means grams/square meter instead of the conventional weight system.
  
  - 2.7 **“GBC”** means the capability of the machine to 3-hole punch, 2-hole punch and 19-hole punch (GBC) in-line.
  
  - 2.8 **“PDF”** means Portable Document Format.
  
  - 2.9 **“TIFF”** means Tagged Image File Format.
  
  - 2.10 **“OPC drum”** means Optimized Power Control drum



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2.11 “Energy Star Compliant” means government-backed symbol for energy efficiency to reduce greenhouse gas emissions and other pollutants.

2.12 “NCR forms” means multiple-part paper form that does not use carbon paper where the ink adheres to the reverse side of the previous sheet.

2.13 “Click” means the printed or imaged pieces of paper that run through the machine. Example: printing on a single side of an 8.5’ x 11” is a single (1) click, however duplexing and printing on both sides of an 8.5” x 11” would be two (2) clicks.

2.14 “Business Hours” means Monday 8:15 AM to Friday 4:45 PM EST excluding weekends and Federal and State holidays. State Holidays are as follows:

- New Year’s Day (January 1)
- Martin Luther King Day (Third Monday in January)
- President’s Day (Third Monday in February)
- Memorial Day (Last Monday in May)
- West Virginia Day (June 20)
- Independence Day (July 4)
- Labor Day (First Monday in September)
- Columbus Day (Second Monday in October)
- Veterans Day (November 11)
- Thanksgiving (Fourth Thursday in November)
- Day After Thanksgiving (Fourth Friday in November)
- Christmas Day (December 25)

**3. GENERAL REQUIREMENTS:**

3.1 **Mandatory Contract Item Requirements:** Contract Item must meet or exceed the mandatory requirements listed below. Items outside the scope of the mandatory requirements must not be included unless it is clearly marked optional.

3.1.1 **Commodity Line 1 – Lease for Year 1 – Ricoh Pro 8110e/8120e or Equal**

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**3.1.1.1 New Requirements** - Machine being bid must be a newly manufactured machine. Re-manufactured, refurbished or pre-owned equipment will not be accepted. Equipment designated as factory new or newly manufactured shall be accepted with a new machine warranty. Newly manufactured means manufactured in the current year and has not been used. Machine being bid will be used in the USA only.

**3.1.1.2 Machine and Paper Requirement** - Copier bid must include one (1) year lease, maintenance & support and supplies. Supplies shall include all up to 1,000,000 black and white copies per quarter, software, updates, all parts, staples and toners. Also, labor must be included in the price per image for black & white and full bleed jobs during the life of the contract excluding paper supplies. **Contract Item being bid must meet or exceed the mandatory requirements stated below:**

**3.1.1.2.1** Must be configured to support the following Agency owned software generating the following documents: PDF and TIFF file formats, Adobe InDesign CS 4, Illustrator CS 4, Photoshop CS4, Microsoft Publisher and Microsoft Word 2007, Adobe Creative Cloud (CC 2014).

**3.1.1.2.2** Must be digital and networkable.

**3.1.1.2.3** Must be able to receive and print documents and PDF files from any computer in the network

**3.1.1.2.4** Must be able to print a minimum of 135 copies per minute for black and white.

**3.1.1.2.5** Machine must be able to print a minimum print resolution of 1200x4800 dpi.

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- 3.1.1.2.6** Machine being bid must include a Fiery with a digital front-end and impose-compose software or equal.
- 3.1.1.2.7** Must be able to print on paper sizes of 8 ½ x 11, 8 ½ x 14, 11x17, and 13 x 19.2 papers, vendor will charge a single click
- 3.1.1.2.8** Must be able to print duplex on a 110 lb. - 11x17 paper
- 3.1.1.2.9** Must be able to print on paper with a minimum of 74 GSM weight to a maximum of (350) GSM weight.
- 3.1.1.2.10** Printer must have a minimum memory (RAM) of 2GB
- 3.1.1.2.11** Must be able to scan black and white and full color documents.
- 3.1.1.2.12** Must be able to reproduce and adjust copy quality automatically in black and white based on the quality of the original job submitted. {i.e laser printed originals, multi-generation copies of copies, faxed documents, standard black graphite#2 pencils, red pen & pencil, blue ball point pen, NCR forms (blue or black print on white or colored paper stocks), photographs (color or b/w), solid lines and grids, solids and graduated gray-scale tones).
- 3.1.1.2.13** Must be able to saddle-stitch, bi-fold various sizes and weights of paper, place two staples in the fold and trim off rough edges for 8 ½ x 11, 8 ½ x 14 and 11x17 papers.
- 3.1.1.2.14** Must feature a Plock-matic – 35 booklet maker or equal. Must be able to staple a maximum 35 sheets of 11x17, 20 lb. paper.

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- 3.1.1.2.15** Must include Replaceable Units and Rollers including:  
OPC drum;
- 3.1.1.2.16** Must be able to insert pre-printed pages.
- 3.1.1.2.17** Must be able to staple a maximum of 100 sheets of 20lb  
paper (finisher).
- 3.1.1.2.18** Must have a stacker capacity of minimum 5000 sheets  
of 20lb paper
- 3.1.1.2.19** Must have a paper tray capacity minimum 7700 sheets  
of 8.5 x 11, 20lb paper
- 3.1.1.2.20** Paper trays must feature an air assist and vacuum fed  
paper trays.
- 3.1.1.2.21** Must be able to 3-hole punch, 2-hole punch and 19-hole  
punch (GBC) in-line.
- 3.1.1.2.22.** Must be able to load paper in the machine without  
having to interrupt the current job run.
- 3.1.1.2.23** Must be able to automatically select the proper paper  
size in respect to the original being copied.
- 3.1.1.2.24** Must have the ability to be set for reduction and  
enlargement in 1% increments.
- 3.1.1.2.25** Machine must be able to print on the following types of  
agency owned paper: Gloss Laser Paper, Futura Laser  
Gloss, and Sterling Ultra Gloss.
- 3.1.1.2.26** Must be Energy Star Compliant and be installed with  
energy saving features.

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**3.1.1.2.27** Vendor shall quote separately a per copy cost for all copies exceeding the 1,000,000 copies per quarter for black and white.

**3.1.1.3 Full Service Requirement** – Vendor must have the ability to provide on-site service and maintenance for contract leased item. Vendor must enter into a full service and maintenance contract for the contract leased item. Vendor must provide a copy of any maintenance agreement for approval prior to award of the contract. Vendor must also provide a toll-free 800 telephone number for service support prior to contract award.

**3.1.1.4 Maintenance** – Preventive maintenance schedule must be provided as needed or as specified by the manufacturer. Preventive maintenance includes but is not limited to: routine cleaning, lubrications, replacement of unserviceable parts and all necessary adjustments to ensure continued and successful performance of the equipment. To prevent impending work delays, the Vendor must schedule and inform the Agency of any maintenance on the equipment at a minimum of seven (7) days prior to the any scheduled service works.

**3.1.1.5 Quarterly Copy Allowance** – Vendor shall include all service and maintenance costs to the quarterly 1,000,000-copy limit in the lease price of the copier bid. Service and maintenance costs include the cost of all inspections, lubrications, cleaning, adjustments, parts, repairs, travel expenses and supplies (excluding paper) that are necessary to maintain satisfactory performance of the copier.

**3.1.1.6 Connectivity Service Support** – Vendor must provide service support to coordinate installation and connectivity of the contract item with the Agency.

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- 3.1.1.7 Certification Requirement** – Service representatives must be full time employees of the Vendor or of the subcontracted party designated by Vendor in writing. All service representatives must be factory trained technicians. The State reserves the right to request proof of certification at any time.
- 3.1.1.8 Replacement Units** – Vendor shall make provisions for the temporary replacement of the leased equipment at no charge if the leased equipment is estimated to be down for 16 consecutive working hours or longer for repair. Temporary replacement copier shall be of a comparable size and functionality as the copier being replaced. The Agency will not pay any charges associated with the temporary replacement unit.
- 3.1.1.9 Failure Rate** – Malfunctions of the leased equipment averaging a maximum of two per month for a consecutive three (3) month period shall be reviewed by the Agency with the Vendor present to determine a course of corrective action, which may include but not limited to, replacement of the equipment or cancellation of the contract and removal of the equipment at no additional cost to the Agency. The State shall determine the corrective action necessary in the event that an impasse cannot be resolved to the Agency's satisfaction.
- 3.1.1.10 Training** - Vendor must provide a two (2) day installation, set-up and on-site training for a maximum of four (4) people upon awarded the contract and delivery of the product. Delivery, training,

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installation, set-up and all associated travel fees must be inclusive and free of charge. (See 3.1.1.13 below).

Training will be conducted at the Agency's site: 1900 Kanawha Boulevard East Building 6, Room B -009 Print Shop, Charleston, WV 25305

**3.1.1.11 Response Requirement** - Vendor must provide local service with a minimum of one (1) hour call back time and be on- site to diagnose and repair within four (4) hours of the request during the duration of the resulting agreement period. Vendor must diagnose the problem and initiate repair within twenty-four (24) hours of the service call. Repetitive complaints concerning the failure to meet call back and repair time may cause cancellation of the contract. Service must be provided during normal working hours (8:15 est am to 4:30 pm est), Monday through Friday with the exception of State Holidays. (See Section 2, Item 2.11 for State and Federal Holidays).

**3.1.1.12 Manuals** – Vendor shall provide a minimum of one (1) copy of the operator's instruction manual for the leased equipment. Each manual shall include the Vendor's name, telephone number(s), contact person(s), and complete instructions for inspecting, adjusting, clearing jams and operating the machine and any installed accessories.

**3.1.1.13 Fees and Costs** – Quarterly rental fees, quarterly copy allowances, maintenance & support cost, other supplies cost mentioned above shall remain firm for the duration of the Contract. Pricing shall be

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inclusive of shipping, delivery, installation, set-up, travel and training.

**3.1.1.14 Retrofits** – Any convenience, performance or safety-related retrofits that may be mandated by the Vendor or manufacturer must be installed at no additional costs on the leased copier resulting from a contract. Features must be installed within 90 days after it becomes available to the public.

**3.1.1.15 Published Specifications** – The copier quoted must have published copies per minute. Vendors must provide published descriptive literature to illustrate compliance with the minimum, mandatory band specifications, which include copy volumes per month, copies/minute data, available memory, paper sources and paper capacity prior to award. Vendor should highlight all standard features on within the literature provided for the copier.

**3.1.1.16 Parts, Service and Software Updates Availability** – Vendors must guarantee that all parts, service and software updates on the leased copier shall be available for the duration of the contract. All parts shall be new. “New” means, manufactured in the current year and has not been used.

**3.1.1.17 Scanned Copies** – Scanning shall be included in the quarterly copy allowance and shall not be charged separately.

**3.1.1.18 Power Protection** – Vendor must include an external surge and ground noise protection unit that must meet the manufacturer’s requirements for equipment being bid.



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**3.1.1.19 Power Requirements** – If a copier requires a dedicated power line, it is the joint responsibility of the Vendor and the Agency to determine if this requirement can be met. Vendor is not responsible for providing power if the necessary power outlets or junctions are not available.

**3.1.1.20 Network Connection** – Network connected copier must include all cable, cards and all necessary accessories for connection to the WVDE's network at no additional cost to the Agency. Vendor's equipment must be capable of connecting to an Ethernet/Fast Ethernet network that the Agency uses.

**3.1.1.21 Firmware/Software** – As mentioned above, Vendor shall ensure that it provides all necessary firmware/software with the copier being bid to allow WVDE to obtain full use of the copier being installed. The cost of any firmware/software shall be included in the lease price of the copier being offered. Vendor must provide a copy of any firmware/software terms and conditions for approval prior to award of the contract.

**3.1.1.22 Information Security** – All stored information must be secured and rendered unreadable by Vendor whenever a copier is removed from service. Removal and rendering information unusable must be conducted in accordance with the policies and procedures of the WVDE, Office of Technology Administration and the Office of Public Information and Print Shop. At the end of the lease, if the agency does not choose to keep the machine, the Vendor shall remove the machine's hard drive and leave it with the Agency for

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disposition in accordance with the procedures prescribed by the WVDE, Office of Technology Administration.

**3.1.1.23 Vendor Certification** – Vendor, if other than the manufacturer, must be an authorized distributor and/or service representative that is authorized to sell and service the equipment being quoted. Verification of authorization/certification from the Manufacturer should be submitted and must be provided prior to award of the contract.

**3.1.1.24 Accessories** – Vendor shall provide at no additional charge all accessories, other than those listed on the pricing page (example; scanning, fax, network printing) and must be inclusive on the leased price invoiced quarterly.

**3.1.1.25** The winning Vendor must include in their bid the cost of optional Annual renewals for years 2, 3, 4, and 5 lease, maintenance & support agreement and supplies. These optional sequential Annual renewals will be initiated by agency request agreed to by the vendor and the Agency and will be processed via a Change Order, authorized and issued by the Purchasing Division.

**3.1.2. Commodity Line 2 – Black and White Single Click for copies exceeding 1,000,000 clicks per quarter. Rate for single click exceeding the 1,000,000 clicks per quarter must be firm for the duration of the 5, one-year contract period.**

**3.1.3 Commodity Line 3– Lease for Year 2**

**3.1.3.1** Must include: up to 1,000,000 black and white copies per quarter; all maintenance agreement & support, parts, labor, supplies and all associated requirements mentioned above excluding paper supplies.

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**3.1.4 Commodity Line 4 – Lease for Year 3**

**3.1.4.1** Must include: up to 1,000,000 black and white copies per quarter; all maintenance agreement & support, parts, labor, supplies and all associated requirements mentioned above excluding paper supplies.

**3.1.5 Commodity Line 5 – Lease for Year 4**

**3.1.5.1** Must include: up to 1,000,000 black and white copies per quarter; all maintenance agreement & support, parts, labor, supplies and all associated requirements mentioned above excluding paper supplies.

**3.1.6 Commodity Line 6– Lease for Year 5**

**3.1.6.1** Must include: up to 1,000,000 black and white copies per quarter; all maintenance agreement & support, parts, labor, supplies and all associated requirements mentioned above excluding paper supplies.

**3.2 Acceptance of System**

A Notice to Proceed will be issued for the delivery of the awarded copier followed by a 30 calendar day test period. WVDE will issue a Letter of Acceptance of the system, and the contract and warranty period would start at that time.

**3.2.1** Prior to an acceptance of the system the following criteria must be met: (1.) successful testing of all components, validating full functionality, (2.) completion of all training.

Once acceptance of the system is agreed to by Agency and the Vendor. The WVDE, Office of Public Information and Print Shop will issue a request for Change Order to the West Virginia Purchasing Division stating acceptance of the system thereby beginning the first (1) year – quarterly lease, maintenance & support services and supplies. Future requests for renewals will be based upon these dates.

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**3.3 Commodity Line 7 – (OPTIONAL) Buy-out or Purchase of Equipment at the end of Leasing Contract Period**

**3.12.1 Fair Market Value (FMV) Buy-out** – At Agency’s discretion, the option to purchase the equipment at the then determined fair market value price of the equipment must be available upon expiration of the contract. Should the Agency opts to FMV buy-out, Maintenance & Support Agreement for the purchased equipment shall be bid out separately upon purchase. FMV purchase shall be initiated by the Agency, Agreed to by the Vendor and will be processed by the Purchasing Division via a Change Order.

**3.4 Equipment Removal** – (If Agency chooses not to FMV buy-out) Within 30 days upon expiration or termination of the contract, the Vendor shall promptly remove any and all of its owned equipment and accessories associated with this contract, except those purchased by the Agency, and restore the premises to their condition prior to the delivery and installation of the contract.

**3.5 Mandatory Contract Deliverable Requirements:** The successful Vendor will be required to provide an electronic document management solutions that includes copying, printing, scanning, binding, file storage and document retrieval, meeting all specifications.

**4. CONTRACT AWARD:**

**4.1 Contract Award:** The Contract is intended to provide Agency with a purchase price for the Contract Item. The Contract shall be awarded to the Vendor that provides the Contract Items meeting all required specifications for the lowest overall Total Bid Amount as shown on the Exhibit A - Pricing Pages.

**Evaluation will be the Total Bid Amount for all items requested. The Contract will be awarded for the Equipment leased to include first year Warranty/Maintenance, Support Services and supplies invoiced quarterly.**

Renewal options for years 2, 3, 4, and 5 will be initiated by the Agency, Agreed to by the Vendor and will be processed by the Purchasing Division via Change Orders for subsequent years.

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**4.2 Pricing Section:** Vendor should complete the Pricing Section by indicating the unit price of each of the commodity line items listed in WVOASIS. Vendor should complete the Pricing Section in full as failure to complete the Pricing Section in its entirety may result in Vendor's bid being disqualified.

Vendor should type or electronically enter the information into the Pricing Section in WVOASIS, if available, or as an electronic document to prevent errors in the evaluation. In most cases, the Vendor can request an electronic copy of the attached Exhibit A – Pricing Pages for bid purposes by sending an email request to the following address: [michelle.l.childers@wv.gov](mailto:michelle.l.childers@wv.gov)

- 4.2.1** If the Vendor is submitting an Equivalent (or Equal) Brand this information including Brand and Model Number must be submitted with their bid submission using the separately attached Exhibit "A" – Pricing Page. Any product brochures to support Vendor's product should be submitted with vendor's submitted bid response. **This information will be required upon request if not submitted with the bid for evaluation purposes and before award.**
  
- 4.2.2** Vendor should include with their bid a copy of any Software Terms and Conditions or licenses that the State of West Virginia or the Agency will have to agree or accept as a part of this solicitation. **This information will be required before Purchase Order is issued.**
  
- 4.2.3** Vendor should include with their bid a copy of any and all Maintenance Terms and Conditions or Licenses that the State of West Virginia or the Agency will be required to agree or accept as a part of this solicitation. **This information will be required before Purchase Order is issued.**
  
- 4.2.4** Vendor should include with their bid a copy of any and all Lease Terms and Conditions that the State of West Virginia or the Agency will be required to agree or accept as a part of this solicitation. This information will be required before Purchase Order is issued.
  
- 4.2.5** Vendor's bid response shall contain Year one (1) maintenance and support within equipment lease price.
  
- 4.2.3** Vendor will include the renewal cost should the agency opt to renew for years 2, 3, 4, and 5. Vendor should complete the Pricing Page in its' entirety as failure to do so may result in Vendor's bids being disqualified.

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**4.2.4** Vendors who wish to respond to the Request for Quotation (CRFQ) online may submit information through the State's WVOASIS Vendor Self Service (VSS). Vendors should download the attached Exhibit "A": Pricing Page that is attached separately to the CRFQ and published to the VSS. Vendors must complete this form with their prices information and include it as an attachment to their online response.

If unable to respond online, Vendor must submit the Exhibit "A" - Pricing Pages with your bid prior to the scheduled bid opening date and time.

**5. PAYMENT:**

**5.1 Payment:** Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia.

**5.2 Invoicing/Meter Read:** Normal invoicing shall be quarterly basis in arrears. The monthly copy volume shall be aggregated for the quarter to determine the per copy charge exceeding the 1,000,000 limit, regardless of how many copies completed in each of the three months in a quarterly period. WVDE may provide meter readings to the Vendor quarterly by any means agreeable to the Vendor and WVDE. (example, fax, telephone, web site etc...)

**6. DELIVERY AND RETURN:**

**6.1 Shipment and Delivery:** Vendor shall ship the Contract Items immediately after being awarded this Contract and receiving a purchase order or notice to proceed. Vendor shall deliver the Contract Items within thirty (30) calendar days after receiving a purchase order or notice to proceed. Contract Items must be delivered to Agency at West Virginia Department of Education, Building 6, Room B -009 Print Shop, 1900 Kanawha Boulevard East, Charleston, WV 25305-0330

**6.2 Late Delivery:** The Agency placing the order under this Contract must be notified in writing if the shipment of the Contract Items will be delayed for any reason. Any delay in delivery that could cause harm to an Agency will be grounds for cancellation of the Contract, and/or obtaining the Contract Items from a third party.

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- 6.3 Delivery Payment/Risk of Loss:** Vendor shall deliver the Contract Items F.O.B. destination to the Agency's location. Vendor shall include the cost of standard order delivery charges in its bid and is not permitted to charge WVDE separately. Delivery fees charged separately shall be the responsibility of the Vendor and will not be paid by WVDE.
- 6.4 Return of Unacceptable Items:** If the Agency deems the Contract Items to be unacceptable, the Contract Items shall be returned to Vendor at Vendor's expense and with no restocking charge. Vendor shall either make arrangements for the return within five (5) days of being notified that items are unacceptable, or permit the Agency to arrange for the return and reimburse Agency for delivery expenses. If the original packaging cannot be utilized for the return, Vendor will supply the Agency with appropriate return packaging upon request. All returns of unacceptable items shall be F.O.B. the Agency's location. The returned product shall either be replaced, or the Agency shall receive a full credit or refund for the purchase price, at the Agency's discretion.
- 6.5 Installation and Removal Charges:** The Contract Item leased to WVDE shall be installed and removed free of charge. This applies to all replacement equipment installations and de-installations.
- 6.6 Return Due to Agency Error:** Items ordered in error by the Agency will be returned for credit within 30 days of receipt, F.O.B. Vendor's location. Vendor shall not charge a restocking fee if returned products are in a resalable condition. Items shall be deemed to be in a resalable condition if they are unused and in the original packaging. Any restocking fee for items not in a resalable condition shall be the lower of the Vendor's customary restocking fee or 5% of the total invoiced value of the returned items.

**7 VENDOR DEFAULT:**

**7.1** The following shall be considered a vendor default under this Contract.

- 7.1.1** Failure to provide Contract Items in accordance with the requirements contained herein.
- 7.1.2** Failure to comply with other specifications and requirements contained herein.
- 7.1.3** Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.

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7.1.4 Failure to remedy deficient performance upon request.

7.2 The following remedies shall be available to Agency upon default.

7.2.1 Immediate cancellation of the Contract.

7.2.2 Immediate cancellation of one or more release orders issued under this Contract.

7.2.3 Any other remedies available in law or equity.



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**8 MISCELLANEOUS:**

- 8.1 No Substitutions:** Vendor shall supply only the contract item submitted in response to the RFQ. Vendor shall not supply substitute or replacement without WVDE's approval.
- 8.2 Minimum Qualification Experience:** Vendor must have a minimum of five (5) years of relevant experience in copier sales and service and must be an authorized manufacturer reseller or representative. Vendor must provide a written manufacturer's certification evidencing authorization to sell and service the copier being offered. Failure to provide required information prior to award of the contract may result in the disqualification of the bid.
- 8.3 Subcontracts/Joint Ventures:** Vendor is solely responsible for all work performed under the Contract and shall assume prime contractor responsibility for all services and products offered under the terms of this Contract. The State will consider the Vendor to be the sole point of contact with regard to all contractual matters. The Vendor may, with the prior written consent of the State, enter into written subcontracts for performance of work under this Contract; however, the Vendor is totally responsible for payment of the subcontractor.
- 8.4 Contract Manager:** During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

**Contract Manager:** David Humphrey  
**Vendor's Address:** 500 D St.  
Se. Charleston WV 25303  
**Telephone Number:** 304-744-7440  
**Fax Number:** 304-744-7450  
**Email Address:** dhumphrey@KoramaxWV-gov

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: EPD17x3**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

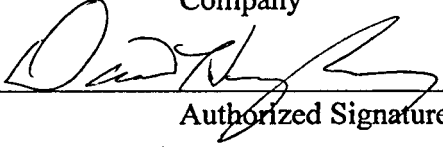
**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input type="checkbox"/> Addendum No. 2            | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3            | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4            | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5            | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Komax, LLC  
Company

  
Authorized Signature

11/16/2016  
Date