

## INTERNATIONAL INDIAN SCHOOL - AL JUBAIL

Eastern Province - Kingdom of Saudi Arabia  
Licenced By Ministry of Education K.S.A. Vide Lic. No. Jeem - 5  
Affiliated to Central Board of Secondary Education  
Delhi, India. Affin. No. 5730007 - School No. 90002  
E-mail: Info@iisjubail.org  
VAT. 310156908100003



## المدرسة العالمية الهندية - الجبيل

المنطقة الشرقية - المملكة العربية السعودية  
تصريح وزارة التعليم بالمملكة العربية السعودية رقم ج - ٥  
بالتعاون مع مجموعة الوسط للتعليم الثانوي  
دلهي الهند، رقم ٥٧٣٠٠٠٧ - مدرسة رقم ٩٠٠٠٢  
Website: www.iisjubail.org

IISJ/ADMIN/RFQ\_EXPDEPT&JPS\_180626/034/2026-27

Date: 18/06/2026

### Letter of Enquiry

#### Supply and Installation of Heavy-Duty Printers for Main Block & JPS block

You are invited to submit your sealed quotation for the Supply and Installation of Heavy-Duty Printers for Main Block & JPS blocks of our school as per the details below:

Specifications for the Supply and installation of Heavy Duty Printers for Main Block & JPS block

#### **1. High-End Configuration – Examination Department (Main Block)**

Heavy Duty Monochrome Multifunction Printer (**Canon imageRUNNER**

**ADVANCE DX 8900 series or Equivalent**)

Minimum Technical Requirements

- Monochrome Multifunction Printer (Print/Copy/Scan)
- Print speed: Minimum 85 ppm (A4)
- Print resolution: Minimum 1200 × 1200 dpi
- High-volume duty cycle suitable for examination printing
- Duplex printing and copying as standard
- High-speed duplex scanning
- Automatic Document Feeder (ADF)
- Touchscreen operation panel
- Paper size support: A5 to A3
- Paper capacity: Minimum 4,000 sheets, expandable
- Network printing and scanning





- Secure printing, user authentication and audit logs
- Finisher with stapling capability
- Gigabit Ethernet connectivity
- Compatible with Windows and macOS environments
- Heavy-duty design for continuous operation during examination periods
- Warranty: Minimum 2 years manufacture warranty & service support
- Brand preference: Canon or equivalent approved make

The Canon imageRUNNER ADVANCE DX 8900 supports up to 86 ppm printing, high-speed duplex scanning, and paper capacity expandable to approximately 8,000 sheets.

General Requirements (Applicable to Both Machines)

- Supply, installation, configuration and commissioning.
- Integration with existing network infrastructure.
- User training and handover, all required drivers, licenses and accessories to be included.

## 2. Small-End Configuration – JPS Block( Ricoh MP C4504ex / MP C6004ex or Equivalent)

Multifunction Printer

Minimum Technical Requirements

- Multifunction Printer (Print/Copy/Scan)
- Print speed: Minimum 45 ppm (A4); higher speeds accepted
- Print resolution: Minimum 1200 × 1200 dpi



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- Duplex printing and copying as standard
- Network printing and scanning (TCP/IP)
- Scanning to Email, Folder and USB
- Automatic Document Feeder (ADF)
- Touchscreen operation panel
- Paper size support: A5 to A3
- Standard paper capacity: Minimum 1,200 sheets, expandable
- Support for mobile printing
- Gigabit Ethernet connectivity
- User authentication and secure printing features
- Automatic toner management
- Warranty: Minimum 2 years manufacturer warranty and service support
- Brand preference: Ricoh or equivalent approved make

The Ricoh MP C4504ex offers 45 ppm and the MP C6004ex offers 60 ppm with print, copy and scan functionality.

### Vendor Requirements

The following documents/details should be submitted along with the quotation:

- Company Profile
- Commercial Registration (CR)
- VAT Certificate
- ZATCA Certificate
- GOSI Certificate



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- Warranty Details
- Delivery / Completion Time
- Prior experience in the relevant field (No of Years)

### Notes:

1. . Sealed Quotation should reach to the Principal office during the office hours (Sunday to Thursday – from 07:30 am to 02:30 pm, Saturday – From 08:30 am to 11:30 am) on or before 23<sup>rd</sup> JUNE 2026.
2. Quotation should be addressed in the name of “Supply Heavy Duty Printers for Main Block & JPS blocks”.
5. For more details, please contact, Tel – 013 3624130 Ext – 226/267/242, Mob – 0554334314

### Thanks & Regards

*Beh*  
18/6/26

Admin Officer(I)  
IIS Jubail, KSA

