



New Multi-Function Devices Contract Starting September 1, 2016

Department: Procurement/ Payables

Please make sure below information is forwarded to both the administrative contact and IT contact responsible for your area.

New Multi-Function Devices Contract Starting September 1, 2016

Supplier: Toshiba of Canada and OE Canada Inc

Background and Bidding Process:

The current Multi-Function Device Rental contract is set to expire August 31, 2016. After a competitive and comprehensive RFP process in partnership with Fanshawe College, Western University, and Trent University, we are pleased to announce a new vendor agreement with Toshiba of Canada and OE Canada Inc. to replace the current fleet of Toshiba Multi-Function Devices with new leading edge Multi-Function Devices.

The bidding process identified Toshiba of Canada and OE Canada Inc as the best value provider and the new equipment includes enhanced features and functionality that will assist departments with productivity gains at an extremely competitive cost. Cost savings for both hardware lease costs and service cost per copy charges will be evident under the new agreement which is effective September 1, 2016.

Information Session:

Communication sessions will be held on May 25th, 2016 at 11:15 am and 2:15 pm in the McLaughlin Library, Florence Partridge Room, to provide information on the implementation of the new units and address any questions you may have. It is strongly encouraged that the Administrative contact as well as the IT contact responsible for your area attends one of these sessions. If you are not sure who the Administrative contact and/or IT contact responsible for your area is on record, please email Chris Paknis, our Toshiba account manager, with the information so the information can be confirmed or updated as required.

New Equipment Information:

The new Toshiba technology includes many new enhancements and features: faster operating system, higher quality colour production, high speed scanning with preview, and larger document feeder capacity.

The transition from the current Toshiba fleet to the new Toshiba fleet will occur during the summer months. Training sessions will be scheduled; however, the operator panels on the new Toshiba systems are very similar to what you are currently using. Further notice will be given on this process as it becomes available.

New Order Processing:

Below you will find the proposed upgrade mapping to your new Toshiba model. To assist in expediting the implementation process, Toshiba has assessed your current devices based on usage and has formulated recommendations for a replacement model. In most cases you will be receiving a replacement model with identical speed and equal to or better capabilities.

You will receive via email a "Recommendation/Order Form" from Toshiba. (Toshiba will use best efforts to have this information out to you before the communication sessions.) Please review, sign, and email the Recommendation/Order Form back to chris.paknis@toshiba.ca [1]. If Chris does not hear from you on or before May 31, 2016 regarding the Recommendation/Order Form sent it is assumed that you accept the recommended replacement model. If you have



questions please bring them to the communication session as further information will be provided during those sessions.

If your department's needs have changed or you still have concerns after the information session, please contact Chris Paknis via email at chris.paknis@toshiba.ca [1] or by phone at 905-334-3429.

Current Toshiba Model

Upgraded Toshiba Model

Samsung 6250 /6260

Lexmark XC2132

e-Studio 183/195/255/256

e-Studio 2508A

e-Studio 355

e-Studio 3508A

e-Studio 455/456

e-Studio 4508A

e-Studio 655/755

e-Studio 6508A

e-Studio 2540c / e-2555c

e-Studio 2505AC

e-Studio 3540c / e-3555c

e-Studio 3505AC

e-Studio 4540c / e-4555c

e-Studio 4505AC

e-Studio 6540c

e-Studio 6506AC

If you have any questions or concerns please contact:

For equipment and implementation related questions:

Chris Paknis (chris.paknis@toshiba.ca [1]),

Toshiba Account Manager

Phone: [905-334-3429](tel:905-334-3429) [2]

For contract related questions:

Lis Kuindersma (lkuinder@uoguelph.ca [3])

Assistant Manager, Purchasing Services

Phone: [519-824-4120](tel:519-824-4120) [2] Ext. 53844

or

Rajna Rakanovic (rrakanov@uoguelph.ca [4])

Procurement and Contracting Officer, Purchasing Services

Phone: 519-824-4120 Ext. 53779

Source URL: <https://www.uoguelph.ca/finance/new-multi-function-devices-contract-starting-september-1-2016>

Links

[1] <mailto:chris.paknis@toshiba.ca> [2] <https://www.uoguelph.ca/finance/519-824-4120> [3] <mailto:lkuinder@uoguelph.ca>

[4] <mailto:rrakanov@uoguelph.ca>