

Republic of the Philippines
VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte
SUPPLY & PROPERTY MANAGEMENT

INSPECTION & ACCEPTANCE REPORT

Supplier: **BXU COPY TRADING & ENT.,CORP.**
P.O No.: **VSU-GOODS-25-25-154 (STF)**
Office/Dept: **CFES**

IAR No: 25-08-1025
Date: 2025-08-15
65,000.00 STF-2024-10-02589

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	unit	Photocopier Monochrome, HP	1	1	2025-08-15 #: DR-13865/CI-011967	0	Completed

Specification:

Copier Specifications

Copying process	Laser electrostatic image transfer
Toner system	High-definition polymerised Toner
Copy/print speed A4 mono (cpm)	Up to 22 ppm Up to 24 ppm (from optional paper tray)
Copy/print speed A3 mono (cpm)	Up to 8.0 cpm
Autoduplex speed A4 mono (cpm)	(optional) Up to 15,8 cpm
1st Copy/print time mono (sec)	less than 6.5 sec
Warm-up time (sec)	Approx. 15 sec.
Copy resolution (dpi)	600 x 600 dpi
Gradations	256 gradations
Multi-copy	1-999
Original format	A5-A3
Magnification	25-400 % in 1 % steps; Autozooming
Copy functions	2in1; 4in1; book copy; ID copy; shift margin; erase; image rotation; program registration

Printer Specifications

Print resolution (dpi)	GDI: 600 x 600 dpi PCL (optional): 1,200 x 600 dpi
Page description language	GDI; PCL 6/5e (optional)

	Windows Vista (32/64)
	Windows 7 (32/64)
	Windows 8 (32/64)
	Windows 10 (32/64)
Operating systems	Windows Server 2008 (32/64)
	Windows Server 2008 R2
	Windows Server 2012
	Windows Server 2012 R2
	Linux; Citrix
Printer fonts	53 PCL Latin
Print functions	N-up; watermark; secure print; image rotation; booklet function (optional)

Scanner Specifications

Scan speed colour (opm)	Up to 46 opm (300 dpi via optional ADF) Up to 20 opm (150 dpi via optional ADF)
Scan Speed mono (opm)	Up to 46 opm (300 dpi via optional ADF) Up to 20 opm (600 dpi via optional ADF)
Scan resolution (dpi)	Max. 600 x 600 dpi
Scan modes	Scan-to-eMail (optional) Scan-to-SMB (optional) Scan-to-FTP (optional) Scan-to-USB Local TWAIN scan Network TWAIN scan (optional)
File formats	PDF; JPEG; TIFF
Scan destinations	32 one-touch destinations; 250 speed dial destinations; LDAP support

Fax Specifications

Fax standard	Super G3 (optional)
Fax transmission	Analogue i-Fax Standard; Fine; Super-fine
Fax resolution (dpi)	Max.: 408 x 392 dpi (Super-fine via optional ADF)
Fax compression	MH; MR; MMR; JBIG
Fax modem (Kbps)	Up to 33.6 kbps
Fax destinations	32 one-touch destinations; 250 speed dial destinations
Fax functions	PC-Fax polling; forward; phone book; redial

System Specifications

System memory standard (MB)	128 MB
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Interfaces standard	USB 2.0 10Base-T/100Base-TX Ethernet (optional) Wi-Fi 802.11b/g (optional)
Network protocols	TTCP/IP (IPv4; IPv6); HTTP; SNMP
Automatic document feeder	(optional) Reverse type; up to 70 originals; A5-A3 35-128 gsm simplex; 50-128 gsm duplex
Paper size	A5 - A3 Customized: 90-297 x 140-432 mm
Printable paper weight (g/m²)	64-157 gsm
Paper input capacity (sheets)	Standard: 350 sheets; max.: 1,350 sheets Tray 1: 250 sheets; A5-A3; Customised paper sizes (90-297 x 140-432 mm); 64-157 gsm
Paper trays standard	Manual Bypass: 100 sheets; A5-A3; Customised paper sizes (90-297 x 140-432 mm); 64-157 gsm
Paper trays optional	Tray 2: 250 sheets; B5-A3; Customised paper sizes (182-297 x 140-432 mm); 64-90 gsm
Automatic duplexing	(optional) A5-A3; 64-90 gsm
Finishing modes (optional)	Group; sort; crisscross
Output capacity (w. finisher)	Max.: 250 sheets
Copy/print volume recommended (monthly)	5,000 pages
Copy/print volume max. (monthly)	15,000 pages
Toner lifetime Black	Up to 12,000
Power consumption	220-240 V / 50/60 Hz; less than 1.3 kWh
System dimensions (WxDxH, mm)	607 x 570 x 458 mm (without options)
System weight (kg)	28.2 kg (without options/consumables)

System Features

Accounting¹ Up to 50 accounts

- All specifications refer to A4-size paper of 80 gsm quality.
- The support and availability of the listed specifications and functionalities varies depending on operating systems, applications and network protocols as well as network and system configurations.
- The stated life expectancy of each consumable is based on specific operating conditions such as page coverage for a particular page size (5% coverage of A4). The actual life of each consumable will vary depending on use and other printing variables including page coverage, page size, media type, continuous or intermittent printing, ambient temperature and humidity.

- Some of the product illustrations contain optional accessories.
- Specifications and accessories are based on the information available at the time of printing and are subject to change without notice.
- DEVELOP does not warrant that any specifications mentioned will be error-free.
- All brand and product names may be registered trademarks or trademarks of their respective holders and are hereby acknowledged.

INSPECTION

ACCEPTANCE

Date Inspected: 8/15/15

Date Received: 8/15/15

☐ Inspected, verified and found in order as to quantity and specifications

☒ Complete

☐ Others: _____

☐ Partial

JUDE B. ROLA
Inspector

DOREEN B. ALBA
Head, Supply & Property Management