

# Requisition

Req # 00188165

PO #

Date: 01/12/11

Bill To: x  
x

Vendor: 42129  
XEROX CORPORATION  
P.O. BOX 650361  
PNC BANK  
1200 E CAMPBELL, STE 108  
RICHARDSON TX 75081

Ship To: TAX ASSESSOR-COLLECTOR  
2804 S. BUS. HWY 281  
EDINBURG TX 78539-6243

Contact: TAX/NEIDA  
956-289-7472

Contract No: SMARTBUY PO

Special Instructions:  
C-31

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		<i>Neida</i> ***TAX OFFICE COLLECTIONS DEPARTMENT*** TPSS TERM CONTRACT 985-L2 SMARTBUY REQUISITION # SMARTBUY PURCHASE ORDER # PENDING CC APPROVAL 2/1/2011 UPON DELIVER OF THE NEW MACHINE PLEASE PICKUP TRADE-IN SERIAL #UGK-474493 DO NOT DUPLICATE ORDER		
10.00	MONTH	CO 985-13-02001-0 (UNIT) 985-13-02200-8 (MONTHLY LEASE) NEW XEROX (CAPITAL) LEASE 36 MONTH TERM XEROX WORK CENTRE 3550X (LOW RANGE I) 35 ppm DIGITAL COPIER INCLUDES DADF, DUPLEX, 1 X 500 SHEET TRAY, 2ND PAPER TRAY & 50 SHEET MULTIPURPOSE TRAY	64.61	646.10
.00	EACH	CO PRICE INCLUDES 10,000 MONTHLY IMPRESSIONS ALL EXCESS PRINTS @ \$.0131ea	.00	.00
.00	EACH	CO AT THE TIME OF DELIVERY PLEASE PICK-UP XEROX MACHINE SERIAL NUMBER: UGK-474493 LOCATED AT THE TAX COLLECTIONS DEPT 2804 S BUS HWY 281	.00	.00
10.00	MONTH	CO 985-1302210-7 STAND 36 MONTH TERM	6.84	68.40
10.00	MONTH	CO 985-13-02208-1 WIRELESS NETWORK ADAPTER 36 MONTH TERM	6.40	64.00
12.00	MONTH	CO 985-13-02207-3 UPGRADE TO ADD PRINT/SCAN/FAX EMAIL 36 MONTH TERM	9.64	115.68
10.00	MONTH	CO 985-13-02211-5 FOREIGN INTERFACE DEVICE 36 MONTH TERM	6.02	60.20
		Account No	Encumbrance	
		1-1100-415-15-140-001-0-442 <i>780!</i>	954.38	
			Freight	.00
			Total	954.38
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

Authorized By: \_\_\_\_\_

Tax Office  
Tax Office Collection

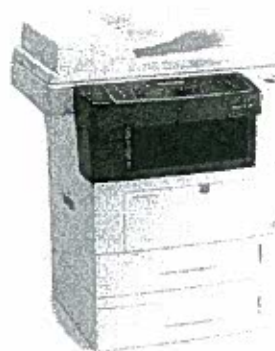
## Xerox 985-L2 Lease Pricing

### Xerox WorkCentre3550X (Low Range I)

35 ppm digital copier

Includes DADF, Duplex, 1 x 500 sheet tray,  
2nd Paper Tray & 50-Sheet Multipurpose Tray

(Required market codes:  
WC3550X, 2TRAY, CSEINSTAL)



Price includes 10,000 monthly impressions  
all excess prints at \$.0131 each

<u>Equip Description/Qty</u>	<u>Monthly Base</u>	<u>Commodity Codes:</u>
	\$ 0.00	985-13-02001-0
36 month term	\$ 64.61	985-13-02200-8
48 month term	\$ 59.11	985-13-02300-6
60 month term	\$ 55.83	985-13-02407-9

Lease Total  
\$93.51/mo.

Cash Price  
\$3,355.92  
emailed 1/24/11  
2:53pm

Contract includes:

- delivery & installation
- all supplies, except paper & specialty items



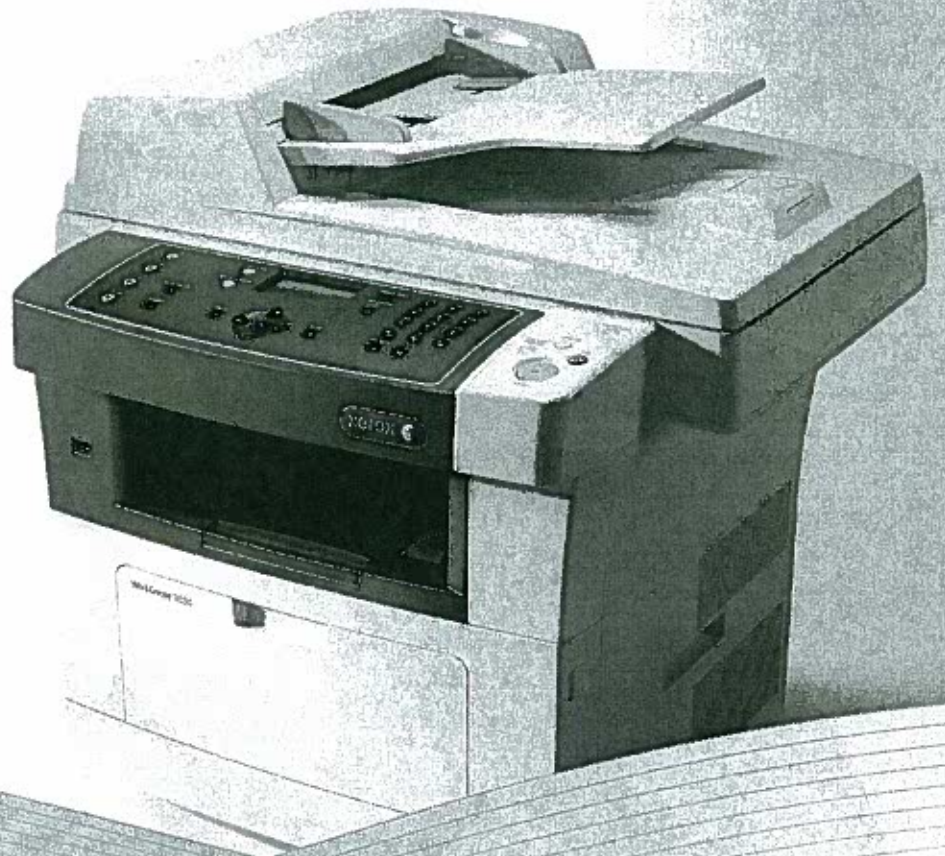
## *Xerox 985-L2 Lease Pricing*

### Accessories for Xerox WC3550X

	<u>Price</u>	<u>Commodity Code:</u>
<b><u>Stand:</u></b>		
36 month term	\$ 6.84	985-13-02210-7
48 month term	\$ 5.43	985-13-02310-5
60 month term	\$ 4.58	985-13-02411-1
<b><u>Foreign Interface Device:</u></b>		
36 month term	\$ 6.02	985-13-02211-5
48 month term	\$ 4.77	985-13-02311-3
60 month term	\$ 4.03	985-13-02411-1
<b><u>256 MB Memory Option:</u></b>		
36 month term	\$17.65	985-13-02209-9
48 month term	\$13.99	985-13-02309-7
60 month term	\$11.82	985-13-02410-3
<b><u>Wireless Network Adapter:</u></b>		
36 month term	\$6.40	985-13-02208-1
48 month term	\$5.07	985-13-02308-9
60 month term	\$4.29	985-13-02408-7
<b><u>Upgrade to add print/scan/fax email:</u></b>		
36 month term	\$ 9.64	985-13-02207-3
48 month term	\$ 7.65	985-13-02300-6
60 month term	\$ 6.45	985-13-02407-9
<b><u>Secure Print and Network Authentication:</u></b>		
36 month term	\$ 5.73	985-13-01112-6
48 month term	\$ 4.54	985-13-01212-4
60 month term	\$ 3.83	985-13-01312-2



WorkCentre®  
3550  
Letter-size  
Black-and-white  
Multifunction Printer



Xerox® WorkCentre® 3550  
Multifunction Printer  
Value-driven performance  
for your office



# WorkCentre<sup>®</sup> 3550 multifunction printer

**Raise the productivity bar.** The WorkCentre 3550 helps your business optimize productivity with high-speed copy, print and fax capabilities, plus scan features that streamline your work processes.

## Step up to higher performance

The perfect balance of productivity and ease-of-use, the WorkCentre 3550 multifunction printer will help you regain time spent each day on document-related tasks.

- **Setting the pace.** Print and copy speeds up to 35 ppm will remove bottlenecks so users can focus on what's important.
- **Plenty of paper.** A steady supply of paper is always available thanks to 550-sheet paper capacity (expandable to 1,050 sheets).
- **Improve your image.** Optimize every customer encounter with impactful 1200 image-quality printing and vibrant color scanning.
- **Print from any application.** A choice of PostScript<sup>®</sup> 3<sup>™</sup> and PCL<sup>®</sup> print drivers ensure your output comes out the way you expect.
- **User-friendly control panel.** A 4-line display lets you see more at a glance, while an efficient menu layout helps you accomplish routine tasks more quickly.
- **Multi-tasking enabler.** Now you can effectively accomplish all the tasks your single-function devices used to perform — receive faxes while you are making copies or printing — and save valuable office space.

## High-impact features that won't impact your budget

Sure to be your greatest individual contributor, the WorkCentre 3550 is value-packed and capable of handling all your print, copy, scan and fax needs.

- **Duplex Automatic Document Feeder** gives you convenient, money-saving, two-sided output across all features.
- **Legal-size platen.** A large 8.5 x 14 in. platen glass supports a wider range of media sizes than many competitive devices.
- **Reduce your document-related costs.** Resource-saving features include toner-saver and power-saver modes, and paper-saving N-up printing and ID Card Copy. Plus, the WorkCentre 3550 is ENERGY STAR qualified.
- **Incorporate color scanning into your workflow.** Easily convert hardcopy documents to digital PDF files and send them to your server, email contacts or USB memory device.
- **Say hello to your modern fax machine.** Get all the great features of a top fax machine — speed dials, Secure Fax, color send and fax forward to email — plus many workflow enhancing capabilities.
- **Handy, front panel USB port.** Sharing files between computers with a USB memory device is common practice in many offices. Now you can print from and scan files to your USB memory device.

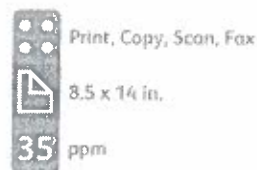
## Discover the benefits of scanning

Find out how useful scanning can be at improving your work processes and clearing your workspace of cluttered file cabinets and paper-strewn desks.

- Scan and email color documents and high quality photos directly from the device. LDAP support automates contact lookup.
- Network scanning lets you store documents to the network for convenient workteam access.
- Optical Character Recognition software turns hard copies into editable electronic documents.
- Connect your USB memory device into the conveniently-located port for easy storage.
- Industry-standard scan file formats including PDF, TIFF, Multi Page TIFF and IPEG.
- The Network Scan Manager lets you quickly change scan settings and add or delete scan destination folders on your computer.

### WorkCentre<sup>®</sup> 3550 Quick Facts

- Up to 35 ppm print and copy
- 600 x 600 dpi (Up to 1200 x 1200 enhanced image quality)
- 75,000 pages/month duty cycle
- 550-sheet capacity, expandable to 1,050 sheets



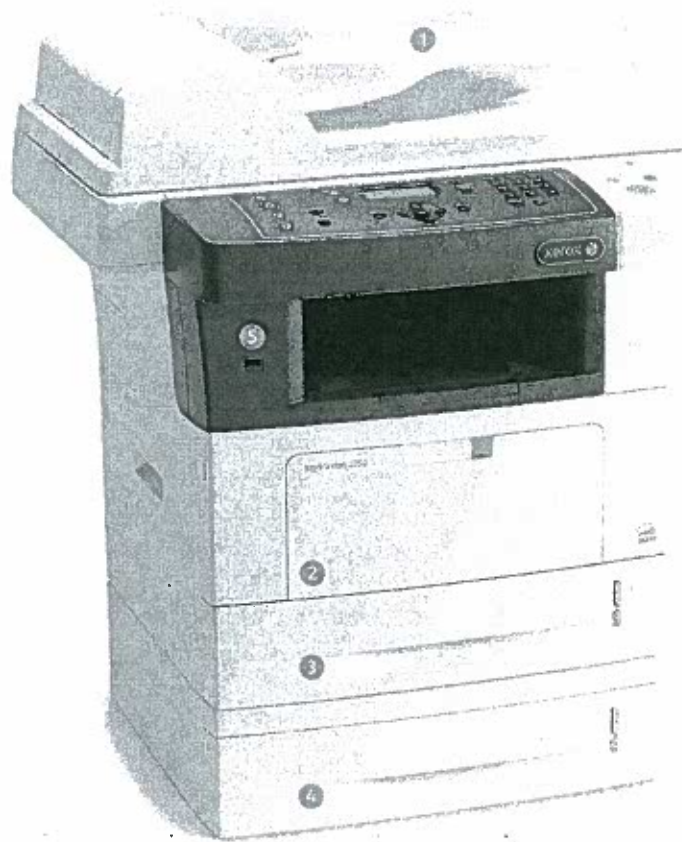
**WxDxH:**  
22.9 x 19.2 x 21.8 in.  
582 x 488 x 554 mm



## Designed with your workteam in mind

With the WorkCentre 3550, office tasks that used to require multiple manual processes can be accomplished with the touch of a button.

- **Built for the masses.** Full support for your choice of operating system platforms, whether it's Windows, Linux/UNIX or Macintosh.
- **Remote management tools.** CentreWare® Internet Services provides real-time monitoring, device setup, viewing of toner and paper levels, plus efficient supplies ordering. Xerox Status Monitor alerts users when an error occurs during printing.
- **Control access to sensitive information.** Information security is a universal need for every business. Secure print and secure fax capabilities keep your documents from printing until you're ready to release them with a unique PIN.
- **Conveniently close to your workteam.** A small footprint brings more features closer to users so there's no need to go beyond the workspace to accomplish routine tasks.
- **Remove clutter and improve productivity.** Turn your hardcopy fax and copy output into digital files that can be automatically routed to a secure server for easy storage and retrieval.
- **Guaranteed to be reliable.** We deliver on our reliability commitment with a one-year on-site warranty and the exclusive Xerox Total Satisfaction Guarantee.
- **Maximize uptime** with just one integrated print cartridge to replace and a high-capacity paper tray.



- 1 Duplex Automatic Document Feeder provides fast scanning, copying and faxing of two-sided multi-page jobs.
- 2 50 sheet multipurpose tray handles a variety of paper and custom sizes, including envelopes, labels and post cards.
- 3 500 sheet tray provides plenty of paper capacity for workgroup printing, copying and faxing.
- 4 An additional 500-sheet tray (optional) boosts total capacity to 1,050 sheets.
- 5 USB memory port lets you save to or print directly from a USB memory drive – no computer needed.

- 6 One-touch power-save button allows fast and simple switching to power save mode or device shut-off during periods of extended downtime. Another press of the button quickly restores power.
- 7 Advanced faxing capabilities include Embedded Fax and PC Fax (send only), plus Fax Folders, Secure Fax Receive and fax forwarding options.
- 8 Find frequently used fax numbers and email addresses in the address book. You can also print an address list.



The simple front panel makes walkup functions and features accessible with the touch of a button.

# WorkCentre® 3550

## Black-and-White Multifunction Printer



		WorkCentre 3550
Speed		Up to 35 ppm (Letter) / 33 ppm (A4)
Duty Cycle		Up to 75,000 pages / month <sup>1</sup>
Paper Handling	Standard	<b>Duplex Automatic Document Feeder:</b> 60 sheets; Custom Sizes: 2.75 x 5.7 in. to 8.5 x 14 in. / 69.9 x 145 mm to 216 x 356 mm
		<b>Multipurpose Tray:</b> 50 sheets; Custom sizes: 3 x 5 in. to 8.5 x 14 in. / 76 x 127 mm to 216 x 356 mm
		<b>Main Tray:</b> 500 sheets; Custom sizes: 5.8 x 8.3 in. to 8.5 x 14 in. / 148 x 210 mm to 216 x 356 mm
	Optional	<b>Additional Tray:</b> 500 sheets; Custom sizes: 5.8 x 8.3 in. to 8.5 x 14 in. / 148 x 210 mm to 216 x 356 mm
Paper output		250 sheets
Automatic two-sided printing		Standard
<b>Print</b>		
First-page-out-time		As fast as 8.5 seconds
Print resolution		600 x 600 dpi (up to 1200 x 1200 enhanced image quality)
Memory (std / max)		256 MB / 512 MB
Processor		360 MHz
Page description languages		PCL® 6 / Se emulations, PostScript® 3™ compatibility
Connectivity		USB 2.0, 10/100Base-TX Ethernet
Print features		Automatic two-sided, Custom page size, Toner save mode, Proof print, Secure print, Watermarks, N-up, Fit to page, Overlay, Reduce/enlarge, Poster, Scaling, Booklet printing, Print from USB memory device
<b>Copy</b>		
First page out time		As fast as 10 seconds
Copy resolution		600 x 600 dpi (up to 1200 x 1200 enhanced image quality)
Copy features		Automatic two-sided, Reduce/enlarge, Background suppression, Collation (DADF only), ID Card Copy, N-up (2-up/4-up), Book copy, Booklet creation, Clone copy (platen only), Poster copy (platen only)
<b>Fax</b>		
Fax features		33.6 Kbps with MH/MR/MMR/JBIG/JPEG compression <sup>2</sup>
Fax features		Color fax send, two-sided, Fax forward to fax/email and server (FTP, SMB), PC Fax (send only), Secure fax receive, Searchable address book, Auto redial, Last number redial, Pause, Distinctive ring, External phone interface, Journal, Confirmation reports, Auto dial list, Junk fax barrier, Persistent Flash memory, Up to 209 group dial locations, Broadcast fax, Delayed fax, Memory receive, Auto file size reduction, 7 MB fax memory
<b>Scan</b>		
Scan destinations		Scan to Email (includes up to 200 entry address book, max. message size up to 10 MB), Network Scan to PC, Scan to FTP and SMB, Direct Scan to Applications including OCR (software included), Scan to USB memory device
Scan features		Color Scanning, Up to 4800 x 4800 dpi (enhanced); File formats: JPG, PDF, TIFF, Multipage TIFF; Scan to PC Desktop® Personal Edition (includes 1 seat of Nuance® PaperPort® SE 11.0, OmniPage® 4.0 SE, Image Retriever)
Security		802.1x, SNMPv3, HTTPS, Secure Fax, SSL, IPv6, IP Filtering, Scan to Email with authentication, Secure print
Warranty		One-year on-site warranty, Xerox Total Satisfaction Guarantee

<sup>1</sup> Print volume uniformly distributed over 30 days <sup>2</sup> Analog phone line required

### Device Management

CentreWare® Internet Services, CentreWare Web

### Print Drivers

Windows® XP (32/64bit)/2003 (32/64bit)/2008 Server (32/64 bit)/Vista (32/64bit)/Windows 7 (32/64bit)/2008 R2 (64bit); Macintosh® OS X v10.3-10.6; Various Linux® including RedHat Enterprise Linux WS 4, 5 (32/64bit), Fedora Core 2-10 (32/64bit), SuSE Linux 9.1 (32bit), OpenSuSE 9.2, 9.3, 10.0, 10.1, 10.2, 10.3, 11.0, 11.1 (32/64bit), Mandrake 10.0, 10.1 (32/64bit), Mandriva 2005, 2006, 2007, 2008 (32/64bit), Ubuntu 6.06, 6.10, 7.04, 7.10, 8.04, 8.10 (32/64bit), SuSE Linux Enterprise Desktop 9, 10 (32/64bit), Debian 3.1, 4.0, 5.0 (32/64bit)

### Media Handling

Multipurpose Tray: 16 to 43 lb. bond / 60 to 163 gsm; Media types: Plain paper, letterhead, bond, heavyweight, lightweight, recycled, archive, labels, drilled, postcard, transparency, envelope; Main Tray and Additional Tray (optional): 16 to 28 lb. bond / 60 to 105 gsm; Media types: Plain paper, heavyweight, lightweight, recycled, archive, DADF. Weight: 12.5 to 28 lb / 50 to 120 gsm

### Operating Environment

Operating: 50° to 90° F / 10° to 32° C; Relative humidity: 20 to 80%; Sound pressure levels: Printing: 55 dB(A), Standby: 39 dB(A); Warm-up time (from sleep mode): Less than 15 seconds

### Electrical

Power: 110–127 VAC, 50/60 Hz or 220–240 VAC, 50/60 Hz; Power consumption: Standby: <60 W; Printing: 600 W; Power save: <20 W ENERGY STAR® qualified

### Dimensions (WxDxH)

22.9 x 19.2 x 21.8 in. / 582 x 488 x 553 mm; Weight: 51.59 lbs / 23.4 kg without Print Cartridge; Package Dimensions (WxDxH): 26.6 x 24.3 x 27.5 in. / 676 x 619 x 699 mm

### Certifications

Listed UL 60950, CE Mark applicable to Directives 2006/95/EC, 2004/108/EC and 99/5/EC, FCC Part 15 Class A, FCC Part 68

### What's in the box

- WorkCentre 3550 Multifunction Printer
- Print Cartridge (5,000 print capacity<sup>1</sup>)
- World Kit (includes Printer Installer and utilities CD, Software and documentation CD)
- Power cord, USB cable, fax cord

### Supplies

Standard-Capacity Print Cartridge<sup>1</sup>: 5,000 std. pages 106R01528  
High-Capacity Print Cartridge<sup>1</sup>: 11,000 std. pages 106R01530

<sup>1</sup> Average standard pages. Declared Yield in accordance with ISO/IEC 19752. Yield will vary based on image, area coverage and print mode

### Options

500-sheet Tray 098N02190  
256 MB Memory 098N02189  
Stand 097N01674  
Foreign Device Interface 097N01676  
Wireless Network Adapter 097S03740

### Supplies Recycling Program

Consumables for the WorkCentre 3550 are part of the Xerox Green World Alliance Supplies Recycling Program. For more information, please visit the Green World Alliance website at [www.xerox.com/gwa](http://www.xerox.com/gwa)



For more information, call 1-877-362-6567 or visit us at [www.xerox.com/office](http://www.xerox.com/office)

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