Guidelines for Frontrunner Public Procurers

Inkjet printers and multifunctional devices

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Courtesy of silicon.com

Why follow Topten criteria?

- Topten.eu Pro (**www.topten.eu/professional**) is a European web portal helping buyers, professionals, public procurers and large buyers to find **the most energy efficient products available in Europe**. The products are selected and updated continuously, according to their high energy and environmental performances, independently from the manufacturers.
- All inkjet printers and multifunctionals displayed on **www.topten.eu** meet the criteria contained in these guidelines. Procurers can therefore use the website to check the availability and assortment of products currently on the market, which meet the **Topten selection criteria**.
- Topten.eu Pro links to national partners Topten Pro websites and is developed under the Topten Act project, supported by the European Union through the Horizon 2020 programme.

How much can you save?

The category includes inkjet printers and multifunctionals able to print colour and monochrome, on standard paper size (A4 and A3). Considering the models listed on www.topten.eu and the following assumptions, it is possible to achieve the savings indicated in the next table.

Assumptions
- Life time expectation: 5 years
- Daily use in offices: 24h in sleep-mode
- Electricity cost: 0,20 €/kWh

	Topten model	Inefficient model	Topten model	Inefficient model
Type of device	Printer A4, colour	Printer A4, colour	Multifunctional A4, colour	Multifunctional A4, colour
Electricity consumption	8 kWh/year	39 kWh/year	8 kWh/year	60 kWh/year
Use cost (electricity in 5 years)	8 €	39 €	8 €	60 €
Savings in 5 years	**79% energy / unit 31 € / unit**		**87% energy / unit 52 € / unit**	

Comparing similar models, the Topten models allow electricity savings, in 5 years, of 31 €/unit for inkjet printers, and 52 €/unit for multifunctional devices. Best models on www.topten.eu consume only

6 kWh/year. Additional costs savings can be achieved by Topten inkjet printers thanks to single ink technology (cartridges) and duplex printing (paper).

Procurement criteria

The following criteria can be inserted directly into tendering documents. The Topten selection criteria and the product lists are updated regularly. The newest versions are always available at **www.topten.eu/pro.**

SUBJECT: HIGHLY ENERGY-EFFICIENT INKJET PRINTERS AND MULTIFUNCTIONAL DEVICES

TECHNICAL SPECIFICATIONS

1. Energy star certification

Products must observe the criteria of Energy Star Programme Requirements for Imaging Equipment Version 2.0.

Verification

Products bearing Energy Star - Requirements for Imaging Equipment Version 2.0 will be deemed to comply. Alternatively, bidders may demonstrate compliance with the above requirements by another objective third-party means or by supplying test results in respect of their product demonstrating that the criteria are met. Test results for all modes should be provided using the Energy Stat test method.

2. Sleep-mode power

Maximum **Sleep-mode power**: 1,5 watts

Verification

Bidders must demonstrate compliance with the Sleep mode power requirement supplying technical documentation according to Energy Star specifications or similar.

3. Single ink technology

Each colour cartridge can be replaced separately.

Verification

Bidders must demonstrate compliance with this requirement supplying technical documentation.

ADDITIONAL SPECIFICATIONS

4. Two-sided output (duplex printing)

Printers and multifunctional devices must have duplex printing function.

Award/evaluation criteria (optional)

X% of the total marks available will be given to products equipped with an automatic duplex printing.

NOTES ON IMPLEMENTATION

- Paper manufacturing consumes a lot of energy. Therefore, reducing paper consumption by using two-sided printing with a duplex function contributes to global energy savings.
- When applying an award/evaluation criteria a significant weighting (at least 10-15%) should be given in the evaluation scheme.
- There are numerous models that comply with these criteria available in the market and in the product lists at www.topten.eu.

To increase savings and reduce environmental impact, procurers should evaluate life cycle costs when tendering for printers and multifunctionals. Thus, it is advisable to include in the tender a costing exercise - even if simple - for the product life cycle costs.

Example of a breakdown costs table, to be filled in by bidders:

	Information details	Different unit costs in € (excluding tax)	Total cost in € (excluding tax)
Delivery			
Installation			
Use*	Indicate sleep-mode power, in W, x 24h x 365 days x 10 years x nº units	Electricity cost: 0,20 €/kWh**	
Maintenance			
Recycling and disposal			

* Example of how use costs can be determined. The variables for the costs calculation during the product life time can be stated by the procurer (according to the equipment replacement rate, the number of days the equipment is in use, etc.).

** This figure is just an example. The procurer can use the average electricity price paid during the last 2 or 3 years, and also include subscription fee and taxes.

Advice and support

If you would like further assistance in using the information presented here in your own procurement actions or more information on Topten Pro please contact your national Topten team (find the links on Topten.eu).

The European Commission's Green Public Procurement website also contains valuable legal and practical guidance together with procurement criteria for a range of commonly procured products and services.

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