



Ref No.: FSM/CC/RFQ/Software/2024-25/05

Subject: Request for Quotation for Supply of Microsoft Licenses.

FORE School of Management (FSM), one of the premier Business School in India, intends to procure Microsoft Education Campus Agreement for 3 Years.

You are requested to submit your proposal/ quotation for supply of the following:

Sno.	Item Description	PART#	Qty
1	MS Desktop Education ALNG LicSAPK OLV E 1Y Acdmc Includes - Windows 10 Upgrade, Office Pro Plus Core CAL Suite includes • Windows Server® CAL, • Microsoft SharePoint® Server Standard CAL, • Microsoft Exchange Server Standard CAL, • Microsoft System Center Configuration Manager Client Management License	2UJ-00011	75
2	M365AppsForEnterpriseOpenFac ALNG SubsVL OLV E 12Mth Acdmc AP AddOn toOPP Part No.	S3Y-00004	200 (Free)
3	O365EDUE3forFcltyOpnShrdSvrALNG OLV E	5FV-00004	1 (Free)
4	M365 Apps Enterprise Open Student Sub OLV NL 1 M Acad Student Use Benefit	S2Y-00002	1500(Free)

1. Bid Submission

a. **Submission Deadlines:** Interested bidders send their offer in a closed envelop mentioning "Quotation for Microsoft Licenses 2025-28" on the cover, by courier or drop it in the box kept with security guard of FORE School of Management latest by 6:00 p.m. on or before 14th December 2024.

b. **Submission Delivery Address:** The delivery address to be used for all submissions is

Uday Kumar
Sr. Manager (Systems)
FORE School of Management
B-18, Qutab Institutional Area, New Delhi – 110016
Phone No.: +91-11-41242445, Email: uday@fsm.ac.in

c. **Submission Questions and Clarifications:** You may contact

Uday Kumar
Call: +91-11-41242445 or Email to uday@fsm.ac.in

B-18, Qutab Institutional Area, New Delhi-110 016
Phone No. +91-011-41242424

Uday Kumar
6/12/2024



Electronic Submission: Electronic submission in response to this Request for Proposal will not be accepted. All submission must be on paper.

2. Terms & Conditions

a. Bidder Eligibility:

- The bidder must be a Premium Business Partner (BP) of the OEM.
- The bidder must provide a copy of the certificate issued by Microsoft, authorizing them as a business partner.

b. **Purchase Order:** The Purchase Order has to be accepted by the bidder signing and returning an acknowledgement copy of it within 5 working days. Acceptance of Purchase Order shall effect a contract between the Parties under which the rights and obligations of the parties shall be governed solely by the terms and conditions of this Purchase Order.

c. Payment Terms:

- 100% Payment shall be made on successful delivery of the ordered items and certification from the Institute's Computer Center.
- For claiming this payment, the following documents are to be submitted to the purchasing authority.
 - a. Invoice
 - b. Licenses/e-Licenses copy
- No advance payment will be made against supplies of Performa Invoice.

*Uday Kumar
6/12/2024*
Issued by:

Sr. Manager (Systems)

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