

REQUEST FOR PROPOSAL FOR SUPPLY OF MICROSOFT SOFTWARE LICENCES

The tender information is given in the following order:

I) Background

II) Proposal Submission Conditions

III) Selection and Award

IV) Proposal Submission and Deadline

V) Technical specification

I) Background

The OHR is requesting bids from qualified companies for supply of Microsoft software licenses for the Office of the High Representative under Open Value Subscription.

The Microsoft Open Value Subscription should be for a period of three years, **1 July 2020 - 30 June 2023, with annual payments.**

II - Proposal Submission Conditions

The proposal shall contain the following information:

1. **Name and address of the company**, contact phone number, e-mail and name of the contact person.
2. **A detailed description of offered software.**
3. **Delivery time.**
4. **Information on price and terms of payment in KM, excluding VAT.**
OHR standard payment terms are by bank transfer 30 days upon delivery and receipt of an invoice. Please note that should you request an advance payment you will need to provide an irrevocable advance bank guarantee.
5. The proposal must be valid for acceptance for 10 days.

OHR will pay VAT in accordance with the Law on VAT.

III - Selection and Award

The Evaluation Committee will rule on technical admissibility of each tender, classifying it as technically compliant or technically non-compliant.

The sole award criterion for technically compliant tenders will be price.

OHR will not bear any costs of bidders related to the preparation of Tender.

IV - Bid Submission and Deadline

The proposal should be placed in a sealed envelope clearly marked "REQUEST FOR PROPOSALS - MICROSOFT

SOFTWARE LICENCES " and delivered **NO LATER than**

18th June 2020 by 17:00 hours to the following address:

OHR

Head of Logistics

Emerika Bluma 1

71000 Sarajevo, Bosnia and Herzegovina

V - Technical specification

Delivery of the following Microsoft software licenses. No installation required.

No.	Code*	Item Name	Purchase Unit	QTY
1	Q7Y-00004	O365ProPlusOpen ShrdSvr ALNG SubsVL OLV D 1Mth AP	1 Year	90
2	KV3-00347	WINE3perDVC ALNG UpgrdSAPk OLV D 1Y Pltfrm	1 Year	90
3	W06-01526	CoreCAL ALNG LicSAPk OLV D 1Y Pltfrm UsrCAL	1 Year	90
4	PGI-00169	ExchgEntCAL ALNG LicSAPk OLV D 1Y AP DvcCAL wSrvcs	1 Year	90
5		Windows Server Standard 16 core licence pack	1 Year	1
6		Windows Server Datacenter 16 core licence pack	1 Year	3
7	312-03719	ExchgSvrStd ALNG LicSAPk OLV D 1Y AP	1 Year	4
8	228-07279	SQLSvrStd ALNG LicSAPk OLV D 1Y AP	1 Year	1
9	359-04628	SQLCAL ALNG LicSAPk OLV D 1Y AP DvcCAL	1 Year	8

*** Code is information available from the last contract and may not be relevant to the new contract.**

Questions:

We believe you have all the information necessary to prepare your proposal, but any questions or requirements for clarification should be in writing only to the Head of Logistics on e-mail: tender@ohr.int and not to other officers of OHR. All questions should be sent latest by 3rd June 2020 and answers and clarifications will be posted on Tender page of OHR web site www.ohr.int latest by 5th June 2020.

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