



**Supply of MS O365 Licenses, Visio, MS Project Licenses and Surface Pro 7+**

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**REQUEST FOR QUOTATION (RFQ)**

**Responses to Pre-Bid Queries**

(26<sup>th</sup> May 2021)

RFQ: ReBIT / 2021 / CPO / 046

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**Reserve Bank Information Technology Pvt. Ltd.**  
**502, Building No 1, Mindspace Juinagar, Nerul, Navi Mumbai – 400706**

Sr. No.	Page	Clause	Requirements / Current Clause	Query / Changes requested	ReBIT's Response
1	4	4	Microsoft 365 Apps- Outlook, Word, Excel, Powerpoint,OneNote etc 1 year Subscription (O365 Business enterprise E1 - Annual)	1. As per Microsoft you can use up to 300 licenses of M365 Apps for Business and you are already using 80 licenses, So, can I quote for remaining 220 Licenses.	We require 220 licenses renewal as per current plan & 50 licenses from next O365 plan (total we required 270 licenses )
2	4	4	Microsoft 365 Apps- Outlook, Word, Excel, PowerPoint, OneNote etc. 1 year Subscription (O365 Business enterprise E1 - Annual)	2. Should I quote prices on Pro rata basis to maintain the same renewal date (26-Jan- 2022) or Quote for Annual Subscription as per Attached RFQ.	80 licenses renewal pending in Jan 2022, to have single cut-off date for renewal, vendors may quote license upto Jan-2022 or for next 1-year renewal.
3	4	4	Microsoft 365 Apps- Outlook, Word, Excel, Powerpoint,OneNote etc. 1 year Subscription (O365 Business enterprise E1 - Annual)	3. Why O365 Business enterprise E1 mentioned in Specification, O365 E1 is different Plan.	Vendors may share correct narration/description in their proposed bid.
4	4	4	RFQ of MS O365 Licenses, Visio, MS Project Licenses	Team Computers need renewal date of licenses.	Mentioned in RFQ document under SOW on page 4.
5	4	2	Objective of RFQ- ReBIT intends to procure MS Office 365 Apps for Business, MS Visio Plan 2, MS Project Plan 3 & MS Surface Tablet Pro for its operations from Microsoft Authorized Resellers and vendors who have participated for similar requirements in past to ReBIT.	Please confirm if installation also required from bidder side	No Installation required by vendor
6	7	7	Delivery Period	Please make delivery dates as 10th June 2021 considering order loading and delivery time	No Change in delivery timelines & any delay in delivery of Surface tablet should be prior intimated by the vendor while accepting PO and to share

					delivery timelines with appropriate reasoning.
7	8	4	Payment Terms and Indicative Milestone	Please make payment within 30days of invoicing. Also Payment will happen against the successful delivery and not to be linked with Installation and implementation.	No Change
8	7	7	Liquidated Damages	Liquidated Damages clause to be excluded because of uncertainty of surface Tablet availability	No Change