

REQUEST FOR QUOTE – Microsoft Licensing

RFQ # Q-2122-CCS-21

Supplier Details:

Business Name	ABN
Trading Name	
Contact Person	Phone
Email Address	

Scope of work:

Microsoft Open Value (Govt) Program – Agreement renewal

Part Number	Description	Quantity
Software Assurance Renewals		
KV3-00516	Microsoft WINENTDVC Software Assurance OLV	2
312-03714	Microsoft Exchange Server Standard Software Assurance OLV	1
W06-01112	Microsoft Core CAL SA OLV User	200
9EA-00516	Microsoft Windows Server DC Core SA OLV 2S	22
6VS-00837	Microsoft Windows Remote Desktop CAL SA User Software Assurance OLV	10
7NQ-00127	Microsoft SQL Server Standard Core SA OLV 2S	2
Additional New Licenses		
6VC-00835	Microsoft Windows Remote Desktop User CAL LSA	20
W06-01104	Microsoft Core CAL LSA User	73
W06-01099	Microsoft Core CAL LSA Device	12
R18-02407	Microsoft Windows Server CAL	12
7NQ-00126	Microsoft SQL Server Standard Core LSA 2 Licenses	1

Any enquiries please contact Council's ICT Team on 49929500.

Quotation Deadline

11am Thursday, 30 June 2022

IMPORTANT: Before submitting your quote, please refer to the Standard Terms and Conditions available on the Banana Shire website.

Submission Information:

☐ Submit as per annexure or other

Mandatory requirements:

☐ None ☐ Refer to details of mandatory requirements in the annexure

Evaluation criteria

Criteria	Weightage
Price/Value for money	85%
Local supplier	5%
Product Knowledge and Support	10%

Quotation Submission

☐ Submit as per annexure

Price inclusive of GST	

Comments:

**Conflict of
Interest**

Please advise if you have an association or connection to current members of staff.

☐ YES ☐ NO

If yes, please indicate persons you have an association with:

By signing this form, you acknowledge that you have provided the correct information and have read, understood, and agree to the Banana Shire Council Standard Terms and Conditions.

Signature _____ **Date** _____

To ensure your quote is processed accurately and in a timely manner please adhere to the following:

- Provide completed BOQ (Bill of Quantity) if required.
- Complete attached Quotation Schedule
- All associated costs have been included (Travel, accommodation, signage etc.)
- Quotation format to be submitted in PDF format.
- Quotations shall be valid for (3) three calendar months after day of the closing of quotations.
- ONLY SUBMIT BY EMAIL to quotations@banana.qld.gov.au. Quotations received by paper or emailed to a different email will not be accepted.
- Provide all required documentation e.g., Insurance, forms, schedules etc.

Acceptance of Quote:

- BSC is not obliged to accept the lowest, or any quote, and may accept the quote most advantageous to it.
- BSC reserves the right to award the RFQ as a whole, in parts, to one or more suppliers, or not at all.
- No quote shall be taken as accepted and no contract will be formed, until the supplier
 - (a) executes and returns the Formal Instrument of Agreement to the RFQ, or alternatively
 - (b) receives a council issued purchase order to the price of the supply.
- Any variances are required to be submitted and approved prior to continuing. ONLY an amended council issued purchase order reflecting the required variances is accepted for any additional costs.

Submissions and enquiries by email to quotations@banana.qld.gov.au or to speak to a representative, please call 07 4992 9500.

Please use RFQ # as reference during all correspondence.