



INVEST INDIA
NATIONAL INVESTMENT PROMOTION
& FACILITATION AGENCY

REQUEST FOR QUOTATIONS
FOR
MICROSOFT D365 LICENSES

Dated: 20th August 2020

Invest India

Room No. 225, 1st Floor Vigyan Bhawan Annexe
Maulana Azad Road, New Delhi – 110011

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DISCLAIMER

1. This Request for Quotations (RFQ) document is neither an agreement nor an offer by Invest India (hereinafter referred to as INVEST INDIA) to the prospective Applicants or any other person. The purpose of this RFQ is to provide information to the interested parties that may be useful to them in the formulation of their proposal to this RFQ
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4. INVEST INDIA will not be responsible for any delay in receiving the proposals. The issue of this RFQ does not imply that INVEST INDIA is bound to select an Applicant or to appoint Selected Applicant, as the case may be, for the services and INVEST INDIA reserves the right to accept/reject any or all of proposals submitted in response to RFQ document at any stage without assigning any reasons whatsoever. INVEST INDIA also reserves the right to withhold or withdraw the process at any stage with intimation to all who submitted RFQ Application
5. The information given is not exhaustive on account of statutory requirements and should not be regarded as complete or authoritative statement of law. INVEST INDIA accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein
6. INVEST INDIA reserves the right to change/ modify/ amend/ cancel any or all provisions of this RFQ document. Such revisions to the RFQ / amended RFQ will be made available on the website of INVEST INDIA

SECTION 1: TERMS OF REFERENCE

1.1 Introduction

Invest India is a not-for-profit joint venture between the Department for Promotion of Industries and Internal Trade (DPIIT), Ministry of Commerce & Industry, State Governments, and Industry associations. Operationalized in early 2010, Invest India has been set up as the dedicated Investment Promotion Agency (IPA) for attracting investments into the country in a structured, focused, and comprehensive manner. Invest India serves as the first point of reference for investors considering a location, industry, or partner in India. Investment promotion and facilitation constitute our core mandate.

Invest India is formed under Section 25 of the Companies Act 1956 for promotion of foreign investment with 49% equity of the then Department of Industrial Policy and Promotion, Ministry of Commerce and Industry and 51% shareholding by FICCI. The current shareholding pattern of Invest India is 51 % of Industry Associations (i.e. 17% each of FICCI, CII & NASSCOM) and the remaining 49% of Central and 19 State Governments. By the virtue of its constitution, the position of the chairman of the Board of Directors of Invest India is reserved for the Secretary, DPIIT.

1.2 Requirement

Invest India is looking to procure Microsoft Dynamics 365 Licenses as per the details mentioned in the table below:

S.No.	Part Code	Product Description	PFAM	QTY*
1	DGP-00003	Dyn365ESales ShrdSvr ALNG SubsVL MVL PerUsr	Dyn365E Sales	165
2	MPW-00001	Dyn365ERelationshipSales ShrdSvr ALNG SubsVL MVL Ent PerUsr 10-99Usrs	Dyn365E Relationship Sales	40
3	SCC-00001	Dyn365ECustSrvAttach ALNG SubsVL MVL toQIfygDyn365BaseSKU PerUsr	Dyn365E Customer Service Attach	205
4	NK4-00002	PwrBIPro ShrdSvr ALNG SubsVL MVL PerUsr	Power BI Pro	201
5	SEQ-00001	PowerAppspersAppPlan ShrdSvr ALNG SubsVL MVL	Power Apps per app plan	220

** Invest India reserves the right to change the quantity of SKU's at the time of Final Order Placement with the selected vendor*

Invest India will be signing an “**Enterprise Agreement**” as governed by standard Microsoft guidelines and Terms & Conditions for procurement of the above licenses. L1 bidders will be considered for further upgrades/add-ons on MS D365 licenses procured through this bid, as per the requirement of Invest India during the entire Enterprise Agreement period.

1.3 Eligibility Criteria

S.No.	Criteria	Documentary Evidence
1	The bidder should be a Company registered in India under the Companies Act, 1956/2013 or a partnership registered under the Limited Liability Partnership Act 2008, having its registered office in India for the last 5 (Five) years as on 31 st March, 2020.	Certificate of Incorporation/ Registration
2	The bidder should be an authorized Licensing Solution Provider (LSP) of Microsoft and should have an authorization from Microsoft to bid for this specific RFQ	MAF from Microsoft – specifically for RFQ No. – INV/IND/ITMS/RFQ-20-21/1002

1.4 Submission Process

1. The financial quotation needs to be submitted as per the format specified in “Annexure A: Financial Quote Format”
2. The quotation should be submitted to the following e-mail address: **procurement@investindia.org.in**
3. The e-mail to Invest India should be marked as “Quotation for MS D365 Licenses | <Bidder’s Name>” and should contain the following:
 - a. **File 1:** Certificate of Incorporation/ Registration
 - b. **File 2:** Bid Specific MAF from Microsoft
 - c. **File 3: Password Protected PDF** containing the Financial Bid Quotation
 - d. **File 4:** Declaration for not being ineligible on account of corrupt or fraudulent practices

If File 3 is NOT Password Protected, then the particular bid shall be rejected

4. Password of the file shall **NOT** be shared with Invest India or any of its associates over e-mail before the bid opening meeting. Password to the files will be shared only during the Financial Bid Opening Meeting as per the instructions provided by Invest India

1.4 Award of Contract

1. Password Protected PDF files will be opened as per the Financial Bid Opening Meeting schedule mentioned in the “1.6 Key Dates” section
2. Only 1 (One) representative per bidder shall be present during the Financial Bid Opening Meeting
3. VC link shall be shared only with those bidders who submit their bids
4. The quotations from bidders whose representatives are not present in the meeting shall not be considered and will be rejected

5. The bidder with the **lowest “Annual Total Price (INR) Excl. Taxes”** and who meets the eligibility criteria will be awarded the contract to sign the “Enterprise Agreement” with Invest India for procurement of Microsoft Dynamics 365 Licenses as mentioned in “Section 1.2 Requirement”
6. Post the award of contract, Invest India reserves the right to add/ remove specific SKU’s/ Licenses or alter quantities at its sole discretion and the same shall be governed as per the standard guidelines and Terms and Conditions specified in the Enterprise Agreement by Microsoft.

1.5 Negotiation

Invest India reserves the right to negotiate the Financial Quotation submitted by a bidder in accordance with the General Financial Rules and the process set out thereunder.

1.6 Key Dates

Key Dates	
RFQ Release Date	20 th August 2020
Bid Submission Date	2 nd September 2020, 11.59 PM
Bid Opening Date	4 th September 2020

For any queries, please contact the undersigned:

Karan Gupta

Karan.gupta@investindia.org.in

SECTION 2: FINANCIAL QUOTE SUBMISSION

Annexure 1: Financial Quote Format

(On Bidders Letter Head)

S.No.	Part Code	Product Description	Annual Price/ License (INR) excl. Tax	QTY	Annual Total Price (INR) excl. Tax
1	DGP-00003	D365 Enterprise Sales License		165	
2	MPW-00001	D365 Relationship Sales License		40	
3	SCC-00001	D365 Customer Service Attach		205	
4	NK4-00002	Power BI Pro		201	
5	SEQ-00001	Power Apps Per App Plan		220	
Total Cost (INR) Excl. Taxes					
Total Taxes (INR) <GST %>					
Total Cost (INR) Incl. GST					

Authorized Signature:

Name & Title of Signatory

Name of the Firm

Address

E-mail Address

Mobile Number

(Name and seal of the Bidder/ Member in charge)

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- 1. Bidders shall bear all costs in connection with the preparation and submission of their proposals, including but not limited to expenses associated with any demonstrations, representations or presentations which may be required by Invest India, attending pre-bid conference or any other costs incurred in connection with or relating to its proposal. Invest India shall not be liable in any manner whatsoever for any costs and expenses in connection with the submission of the proposal, regardless of the conduct or outcome of the selection process.*
 - 2. Invest India will not bear any other cost apart from the license fees as mentioned in the table above.*

Annexure 2: Declaration for not being ineligible on account of corrupt or fraudulent practices

(On Bidders Letter Head)

Subject: - Declaration of ineligibility for corrupt or fraudulent practices

Sir,

This has reference to Invest India's RFQ INV/IND/ITMS/RFQ-20-21/1002 dated for selection of service provider for Microsoft D365 Licenses. In this context, I/We, as a representative(s) of company, declare that presently our Company/firm has an unblemished record and is not declared ineligible for corrupt & fraudulent practices, is not blacklisted either indefinitely or for a particular period of time, nor has had work withdrawn, by any State/ Central Government/ PSU.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/our security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Thanking You

Name of the Bidder:

Authorized Signatory:

Seal:

Date: