

NATO UNCLASSIFIED  
RELEASABLE FOR INTERNET TRANSMISSION

**INTEGRATED AIR AND MISSILE DEFENCE  
CENTRE OF EXCELLENCE**



**IFB FINCON 24-07**

**“Microsoft 365 Business Premium  
Subscriptions”**

**PART III**

**SPECIAL PROVISIONS & TECHNICAL SPECIFICATIONS  
(STATEMENT OF WORK)**

*December 2024*

NATO UNCLASSIFIED  
RELEASABLE FOR INTERNET TRANSMISSION

THIS PAGE IS INTENTIONALLY LEFT BLANK

NATO UNCLASSIFIED  
RELEASABLE FOR INTERNET TRANSMISSION  
**TABLE OF CONTENTS**

<b>S/N</b>	<b>TITLE</b>	<b>PAGE</b>
1.	Statement of Work (SOW) .....	III-5
2.	General Requirements .....	III-5
3.	Technical Requirements .....	III-5
4.	Warranty .....	III-5
5.	Delivery Costs .....	III-5
6.	Contractor's Standards .....	III-5

NATO UNCLASSIFIED  
RELEASABLE FOR INTERNET TRANSMISSION

THIS PAGE IS INTENTIONALLY LEFT BLANK

NATO UNCLASSIFIED  
RELEASABLE FOR INTERNET TRANSMISSION**1. Statement of Work (SOW)**

1.1 The current Statement of Work (SOW) covers the special provisions and technical specifications that shall be covered by the Contractor for the supply/renewal of Microsoft 365 Business Premium annual subscriptions.

**2. General Specifications**

2.1 The requested subscriptions shall be official - original Microsoft licences.

2.2 All the subscriptions must be set at the current account of the IAMD COE (tenant: iamd-coe.org).

**3. Technical Specifications**

3.1 Requested quantity: Thirty-eight (38) Microsoft 365 Business Premium annual subscriptions, including the renewal of thirty-eight (38) existing subscriptions.

3.2 Subscriptions start date/time: 30 December 2024 [renewal of 38 existing subscriptions which expire on 30 December 2024, 00:00 a.m. (Universal Time Coordinated - UTC)]. Under penalty of liquidated damages based on this IFB, Contractor is responsible for renewing the IAMD COE subscriptions ensuring that no downtime of existing licenses will occur.

3.3 Subscriptions end date/time: 30 December 2025.

3.4 Subscription commitment and price protection: For one (1) year [no further charges to be borne by IAMD COE - subscriptions to be prepaid for one (1) year].

3.5 The subscriptions shall include all the premium office applications; the secure cloud services and all features provided each time by the Microsoft Corporation for the Microsoft 365 Business Premium suite plan.

**4. Warranty**

4.1 No special guarantee is required by the Contractor. The subscriptions should have/include any warranty provided by Microsoft Corporation.

**5. Delivery costs**

5.1 The bidder's offer - price proposal shall include any costs for the electronic purchase of the subscriptions, but neither the PCs installation costs for configuration/control nor system training services.

**6. Contractor's Standards**

6.1 The Contractor shall be an active "Microsoft Partner" or under "Microsoft for business affiliate programme". A written certification or the respective link to the Microsoft website (to be written on the notes of the "Compliance' Statement - Bidder's Proposal") or any sufficient proof must be provided to prove this status.

NATO UNCLASSIFIED  
RELEASABLE FOR INTERNET TRANSMISSION

THIS PAGE IS INTENTIONALLY LEFT BLANK