

# **Quality Council of India**

2nd Floor, Institution of Engineers Building, 2, Bahadur Shah Zafar Marg, New Delhi - 110 002

QCI/IT/0924/2494 Date: September 02, 2024

**To, M/s Claritus Management Consulting Private Limited** A-27C, A Block, Sector 16, Noida, Uttar Pradesh - 201301

Subject: Purchase order for renewal of Microsoft Office Licenses

## Dear Sir/Madam,

This is with reference to your quotation submitted for GeM bid reference no. GEM/2024/B/5204424 for renewal of Microsoft Office Licenses. We are pleased to inform you that pursuant to the approval of competent authority, your quotation has been accepted for renewal of Microsoft Office Licenses as per the below mentioned specifications:

## I. Scope of Work:

S. no.	Description/Specification	Qty.	Unit price Offered	Total Amount
1	Renewal of Power BI Pro Licenses (1 year)	1	₹ 8,734	₹ 8,734
2	Renewal of Microsoft 365 Business Basic (1 year)	300	₹ 1,527	₹ 4,58,100
3	Renewal of Exchange Online Essential (1 year)	280	₹ 1,210	₹ 3,38,800
4	Renewal of Office 365 E3 (1 year)	6	₹ 20,717	₹ 1,24,302
5	Renewal of Exchange Online Archival (1 year)	11	₹ 2,637	₹ 29,007
6	Renewal of Microsoft 365 Business Basic (1 year)	71	₹ 1,527	₹ 1,08,417
7	Renewal of Office 365 E3 (1 year)	2	₹ 20,717	₹ 41,434
8	Renewal of Exchange Online Archival (1 year)	6	₹ 2,637	₹ 15,822
9	Renewal of Exchange Online Archival (1 year)	3	₹ 2,637	₹ 7,911
10	Renewal of Microsoft 365 Business Basic (1 year)	175	₹ 1,527	₹ 2,67,225
11	Renewal of Microsoft 365 Business Basic (1 year)	3	₹ 1,527	₹ 4,581
12	Renewal of Microsoft 365 Business Standard (Microsoft Apps license) (1 year)	18	₹ 8,107	₹ 1,45,926
	Total	876		₹ 15,50,259

\*inclusive of taxes

क्यूसीआई गुणवत्ता को बढ़ावा देने एवं राष्ट्रीय प्रत्यायन संरचना को स्थापित और संचालित करने के लिए भारत सरकार द्वारा स्थापित एक स्वायत्त संस्था है। QCI is an autonomous body, setup by Government of India, to establish & operate national accreditation structure and promote quality दूरभाष / Tel. : +91-11-2337 9321, 2337 8056 • वेबसाईट / Web : www.qcin.org





भारतीय गुणवत्ता परिषद् द्वितीय तल, इंस्टीट्यूशन ऑफ इंजीनियर्स भवन, २, बहादुर शाह जफर मार्ग, नई दिल्ली - ११०००२

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### II. Duration:

The contract shall be valid for a period of one year, i.e., from 02.09.2024 to 01.09.2025.

### **III. Terms and Conditions**

- **1. Payment**: Payment shall be made within 30 days of submission of proper invoice, post-delivery of above-mentioned items.
- **2.** Rescinding of Purchase Order: QCI reserves the right to rescind/terminate this purchase order with 3 days prior notice without assigning any reasons thereof.
- **3. Penalty:** QCI reserves the right to lay penalty (including legal action) in case of non-compliance of any terms of this purchase order.
- 4. Acceptance: This offer is to be accepted within 1 day from the date of receipt of purchase order.

#### For and on behalf of QUALITY COUNCIL OF INDIA

AUTHORISED SIGNATORY