



**SHRI SAIBABA SANSTHAN TRUST, SHIRDI**

**AT post. Shirdi Tal- Rahata Dist. Ahmednagar-423109**

**Phone no. (02423)258667, 258668 fax no. 0258870**

**Website – [www.shrisaibabasansthan.org](http://www.shrisaibabasansthan.org) , [www.sai.org.in](http://www.sai.org.in)**

QUOTATION TENDER NOTICE FOR PROCUREMENT OF MICROSOFT OFFICE LICENSES FOR SHRI SAIBABA AND SHRI SAINATH HOSPITALS OF SHRI SAIBABA SANSTHAN TRUST, SHIRDI.

**Sealed Quotation are Invited for Procurement of Microsoft Office Licenses for Shri Sainath and Shri Saibaba Hospitals.**

**Require Documents (Bidder has to submit following documents)**

- 1) Certificate of Registration of Firm/Company.
- 2) Copy of the GST Registration Certificate
- 3) PAN card scan copy.
- 4) Address, Contact Person Name, Phone, Email, Fax.

**Terms and Condition**

- 1) The required product Configuration mentioned as above, the bidder is needed to offer same configuration and specification of the product.
- 2) Shri Saibaba Sansthan Trust, Shirdi has Microsoft License Charity Certificate which is attached herewith.
- 3) Bidder should support Sansthan, if any issue/problem arises about the Licenses installation, configuration etc.
- 4) Bidder must have minimum 3 years' experience in supplying of such type of Products.
- 5) Payment conditions:
  - 100% after successful delivery and installation (if required).
  - Bills to be submitted to the The Chief Executive Officer, Shri Saibaba Sansthan Trust, Shirdi. AT Post – Shirdi, Tal – Rahata, Dist – Ahemdnagar. Pin -423109.

- 6) The envelope clearly marked as "**BID Envelope for Procurement of Microsoft Office Licenses for Shri Saibaba Hospital and Shri Sainath Hospital, Shirdi**" shall contain the scanned copies of documents as mentioned in the option of Required Documents.
- 7) The tenderer should quote his offer by Sealed Pack Quotation and should submit envelope as to the following Address before last date of the Tender with specified format –
- Chief Executive Officer,  
Shri Saibaba Sansthan Trust, Shirdi  
At/Post – Shirdi – 423109  
Tal – Rahata,  
Dist – Ahmednagar,  
Maharashtra**
- 8) Tenders must be submit physically with hard copies of the same, to Shri Saibaba Sansthan Trust, Shirdi before date: 25/06/2019, Time: 5:00 pm.
- 9) Quotations received after scheduled date and time will not be accepted.
- 10) Quote should be inclusive of all Taxes F.O.R. Sansthan office at shirdi.
- 11) Envelope should contain the documents which are mentioned above.
- 12) The tender will be available for downloading up to 25/06/2019 at 5.00 pm. on Shri Saibaba Sansthan’s official website - [www.sai.org.in](http://www.sai.org.in) (under Tender Menu).
- 13) Shri Saibaba Sansthan Trust, Shirdi reserves the right to accept or reject any or all Applications/ Quotation and to annul the qualifications process at any time without any liability or any obligation for such acceptance, rejection or annulment without assigning any reasons.

**Product Requirement :-**

<b>Sr. No.</b>	<b>Product Description</b>	<b>Part Code</b>	<b>Qty</b>
1.	Microsoft Office Std 2019 SNGL OLP NL Chrty	021-10608	20 Nos.

Date :- / /2019

To,  
Chief Executive Officer,  
Shri Saibaba Sansthan Trust, Shirdi.

Sub :- Sealed Quotation for Procurement of Microsoft Office Licenses for Shri Sainath and Shri Saibaba Hospitals.

Sr. No.	Product Description	Part Code	Qty	Rate	Taxes	Total Cost (Inclusive of All Taxes)
1.	Microsoft Office Std 2019 SNGL OLP NL Chrty	021-10608	20 Nos.			
<b>Total Amount Rs.</b>						_____

In Words :- Rs. \_\_\_\_\_ Only.

- Required Documents which are mentioned in the Tender are attached herewith.
- I read and agreed all Terms and Conditions as mentioned in the Tender.

**Thanking You!**

Name of Company/Firm :- \_\_\_\_\_

Address of Company :- \_\_\_\_\_  
\_\_\_\_\_

Contact Number :- \_\_\_\_\_

Email-Id :- \_\_\_\_\_

**Yours Faithfully,**

**Name/Sign of Authority  
and Company Seal**

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## Ramesh Pujari

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**From:** Microsoft Nonprofit Offer <ngooffer@microsoft.com>  
**Sent:** Monday, June 10, 2019 5:06 PM  
**To:** ramesh.pujari@sai.org.in  
**Subject:** Nonprofit eligibility check complete - Approved



**Organization:** Shri Saibaba Sansthan Trust, Shirdi  
**Microsoft account username:** Shrisaibaba@sanstahan.onmicrosoft.com  
**Domain:** sanstahan.onmicrosoft.com

Dear Shrisaibaba,

We have verified that Shri Saibaba Sansthan Trust, Shirdi is eligible to receive nonprofit discounts and donations from Microsoft. You can access our nonprofit offers in the [Nonprofit Portal](#).

Need help deciding which offers are right for you? Please contact our Nonprofit Sales Desk for assistance by emailing [tsisales@microsoft.com](mailto:tsisales@microsoft.com) or calling [+1-800-258-6149](tel:+1-800-258-6149) (available 7 am - 7 pm Central Time). Additionally, to ensure a successful cloud rollout, please visit [Microsoft FastTrack](#) for onboarding and adoption resources and tools.

Note: If you are currently using an Office 365 trial subscription, it will expire at the end of the trial subscription period.

Please [contact us](#) if you have any questions regarding this email.

Thank you,  
Microsoft

This message was sent from an unmonitored email address. Please do not reply to this message.

[Privacy Statement](#)

Microsoft Corporation, One Microsoft Way, Redmond, WA 98052

