



**Nepal Rastra Bank**  
**Assets and Service Management Department**  
**The Supply, Delivery and Installation of Microsoft Office**  
**Invitation for Bids No.: NRB/ASMD/IT/GOODS/NCB/02/082/83**  
**Clarifications of the queries for all the prospective bidders**

Section	No. of Queries	Queries	Clarification
Technical Specification	1	Could you please confirm the exact Microsoft perpetual licensing structure that NRB intends to procure under this requirement?	Refer to the Bidding Document, Part 2- Supply Requirements, Section V. Schedule of Requirements, 4. Purchasers Requirements page 58 Technical Specifiacations  The license should be as per official Microsoft Channels or Authorised Business licensing Programs under Volume License Activation Technologies or Admin Center, like MAK(Multiple Activation Key) and KMS(Key management Service).
	2	Should bidders propose the closest compliant Microsoft perpetual licensing option available through official Microsoft channels?	Refer to the Bidding Document, Part 2- Supply Requirements, Section V. Schedule of Requirements, 4. Purchasers Requirements page 58 Technical Specifiacations
	3	The closest match to the requirement is “Office Home 2024”; however, it is not a perpetual license, is not eligible for government organizations. Please note that Microsoft has not assigned any reseller for Nepal to sell its retail products and they do not provide a Letter of Authorization. Hence, <b>please advise whether bank is looking for a retail product or a perpetual volume license.</b>	Refer to the Bidding Document, Part 2- Supply Requirements, Section V. Schedule of Requirements, 4. Purchasers Requirements, page 58, Technical Specifiacations  The license should be as per official Microsoft Channels or Authorised Business licensing Programs under Volume License Activation Technologies or Admin Center, like MAK(Multiple Activation Key) and KMS(Key management Service).
	4	The nearest perpetual Office license that meets the requirement is “Office LTSC Standard 2024”, which supports Windows PCs only. For macOS, a separate product named “Office LTSC Standard for Mac 2024” is available. <b>Kindly specify the number of licenses required for Windows and macOS.</b>	The number of licenses required for Windows 10/11 are 270 units and for MacOS are 30 units (i.e total number of licenses are 300).
	5	The cost of “Office LTSC Standard 2024” is approximately three times higher than the Home edition and may not align with the requested bid bond guarantee amount. <b>Please confirm whether there will be any revision to the bid bond amount.</b>	Refer to the Bidding Document, Part 1- Bidding Procedure, Section II Bid Data Sheet, C. Preparation of Bids, ITB 21.1, page 35.