



**INTERNATIONAL INSTITUTE FOR DEMOCRACY AND ELECTORAL**

**ASSISTANCE *RESPONSES TO QUESTIONS***

***Tender Reference No: 2026-03-088***

**Project Name:** Procurement and Delivery of Microsoft licenses

**Assignment Name:** Microsoft Cloud Licensing Services for International IDEA

**Based on questions received, the information below is provided for clarification regarding the tender referenced above. Please note if new questions are received, they will be added to this document.**

**1. Question:**

Microsoft 365 E5 Variant: Given that International IDEA's tenant is located in Sweden (within the EEA), should pricing be based on the OVG variant (with Microsoft Teams included) or the EEA variant (without Teams)? This distinction affects unit pricing and we wish to ensure consistency across all proposals.

**Response:**

We confirm that we intend to procure Microsoft 365 E5 with Microsoft Teams included

**2. Question:**

Pricing Adjustments Over the Contract Period: Microsoft has announced pricing changes effective July 1, 2026, shortly after the anticipated contract commencement date of May 31, 2026. Should bidders quote current Microsoft CSP pricing (as of April 2026), or should pricing account for announced adjustments? Additionally, will pricing be subject to periodic adjustment in line with Microsoft's published price changes over the 5-year contract term, or are prices expected to remain fixed?

**Response:**

Bidders are requested to base their proposals on current Microsoft CSP pricing as of April 2026.

Pricing is expected to be subject to adjustment in line with Microsoft's official price changes during the contract period. However, bidders must ensure that any special discount offered to International IDEA is maintained throughout the contract term and is applied consistently to any adjusted pricing. Bidders may also propose additional or improved discounts during the contract period, where applicable.

3. **Question:**

Azure Consumption Billing: For the Azure Consumption line item in Annex D2.1, should bidders indicate a percentage margin or markup over standard Microsoft CSP consumption rates, or should this line be left as usage-based with a description of the billing model in the Technical Proposal?

**Response:**

For the Azure Consumption line item in Annex D2.1, this should be left as usage-based, with bidders providing a detailed description of the billing model, including how Azure consumption will be measured, reported, and invoiced.

**In addition, bidders are expected to clearly indicate any percentage margin or markup applied over standard Microsoft CSP consumption rates, if applicable.**

4. **Question:**

CSP Partner Transfer: Does International IDEA currently have an existing CSP partner relationship for its Microsoft tenant? If so, will the selected provider be expected to execute a CSP partner transfer during the onboarding phase?

**Response:**

Yes, International IDEA currently has an existing CSP partner relationship for its Microsoft tenant. The selected provider will be expected to execute a CSP partner transfer during the onboarding phase.

5. **Question:**

Microsoft Teams Phone Standard: For the 10 Teams Phone Standard licenses, is only the Phone System license required, or does International IDEA also require PSTN connectivity (e.g., a Calling Plan, Operator Connect, or Direct Routing)? This clarification will help ensure the financial proposal accurately reflects the full scope of required services.

**Response:**

For the 10 Teams Phone Standard licenses, only the Phone System license is required.

6. **Question:**

For the annual commitment, could you please confirm which invoicing option should be reflected in the financial proposal: monthly invoicing or annual invoicing?

**Response:**

Annual invoicing.