Subject: Negotiated procedures DIGIT/R2/PN/2013/065 FOAE (licenses) and DIGIT/R2/PN/2013/068 FOAE (services)

Reference: Interinstitutional Licensing Agreement (DI/06890-92) and Microsoft high level services framework contract DI/06900

Dear Mr [name],

The existing contractual relationship between Microsoft and the Commission and other EU Institutions, Agencies and other EU Bodies ("EUI") concerning Microsoft licences and Microsoft high level services is based on the outcome of the negotiations that took place in 2011.

The "Interinstitutional Licensing Agreement governing the use of Microsoft software products" ("ILA") is composed of the Microsoft Business Agreement, Enterprise Subscription Agreement and Select Agreement¹ which entered into force on 1 June 2011, for duration of three years and will expire on 31 May 2014.

The framework contract DI/06900 subject of which are Microsoft high level services entered into force on 28th June, 2011, also for duration of three years and will expire on 27th June, 2014.

The European Commission and the EUIs intend to open negotiations with Microsoft to replace the above described contractual framework which is currently in force. For this purpose, I hereby kindly ask you to send us your offer concerning the ILA as well as the high level services.

Please note that this offer will have to be submitted by 19/11/2013 at latest, unless a different deadline is later fixed by the Commission. For procedural reasons, you shall use one of the delivery modalities laid down in point 8 ("Submitting your offer") of the "Guidebook for tenderers – Submitting an offer in response to a call for tenders issued by the Directorate-General for Informatics" - Guidebook available at:


¹ European Commission reference numbers: DI-06890-00, DI-06891-00, DI-06892-00.
For your information I have included as annexes the current versions of the standard Commission Framework contract and of the General Conditions for IT contracts, which will form the basis of a possible new contract.

Finally, please note that any information, questions or observations, of whatever kind, contained in this correspondence can in no way be regarded as a commitment on the part of the Commission. No binding commitment will be entered into until after completion of the negotiated procedure.

Yours sincerely,

[Signature]

Martin BILBAO
Head of Unit

Annexes:

Draft Framework contract
General Terms and Conditions for informatics contracts