



A Tenaga Nasional Subsidiary

## REQUEST FOR QUOTATION (RFQ) NOTICE

Tenderers are invited from suppliers / contractors registered with Ministry of Finance (MOF) / Construction Industry Development Board Malaysia (CIDB) / Tenaga Nasional Berhad (TNB) and/or Allo Technology Sdn. Bhd. (Allo) for supply / work as follows:

Description: **Supply, Deliver, Install, Support and Maintenance of Renewal Microsoft 365 License and Active Directory (AD) for Allo's Staff**

Floatation Start Date and Time: **11<sup>th</sup> May 2023, Monday (5:00 P.M.)**

Closing Date and Time: **25<sup>th</sup> May 2023, Wednesday (12:00 NOON)**

Submission of RFQ Document: **To submit physical document duly completed/signed into Tender Box at Allo Office –**

**Allo Technology Sdn. Bhd.,  
Cyberview Garden Villas,  
Persiaran Multimedia, Cyber 7,  
63000 Cyberjaya, Selangor.**

\*Please attach in seal and label the envelope as below:

**Allo Technology Sdn Bhd.**  
(Attn: Head of Procurement & Supply Chain)

TITLE: Supply, Deliver, Install, Support and Maintenance of Renewal Microsoft 365 License and Active Directory (AD) for Allo's Staff

CLOSING DATE: 25<sup>th</sup> May 2023

Qualifications: **a) Sdn. Bhd. or Enterprise Companies**  
**b) Registered with Tenaga Nasional Berhad (TNB) and/or Allo Technology Sdn. Bhd. (Allo)**

### CONTACT INFORMATION FOR GENERAL ENQUIRIES

Contact Person: Muhammad Izzat Hafiz Mazimi

Email: [izzat@allo.my](mailto:izzat@allo.my) and [procurementallo@allo.my](mailto:procurementallo@allo.my)



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RFQ: **Supply, Deliver, Install, Support and Maintenance of Renewal Microsoft 365 License and Active Directory (AD) for Allo's Staff**

No	Scope of Work	U.O.M	Qty	Price/Unit (RM)	Total (RM)
1	Renewal of Microsoft Business Basic for 1 year	Unit	60		
2	Renewal of Microsoft Business Standard for 1 year	Unit	175		
3	Renewal of Microsoft Business Premium for 1 year	Unit	10		
4	Renewal of Microsoft Defender for Office 365 (Plan 1) for 1 year	Unit	245		
5	Subscription Renewal for Code Two Email Signature for Office 365 for 1 year	Unit	1		
6	Microsoft Office Support & Maintenance -Managed Services Support Level 1, Level 2 and Level 3 Escalation Level + Follow Up -L1 Service Entitlement Check and basic case consultation -L2 Issue Troubleshooting + Resolution and Remote Assistance for Complex Administrative Task -L3 Major Troubleshooting and Escalation Resolution to Microsoft and Follow Up -Unlimited Helpdesk Email and Phone Support -Perform Troubleshooting for General Outlook (Office 365 client, Exchange Online, OneDrive, Teams, Security & Compliance Only) issue configure with EOP -6 Hours Respond 8 x 5 Time for Issue Report	Unit	1		



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7	Active Directory (AD) Support and Maintenance -Manage Support Level 1, Level 2 & Level 3 Escalation and Follow Up -Unlimited Helpdesk Email and Phone Support -L1 Service Entitlement Check and First Call Resolution Administration Task -L2 Issue Troubleshooting + Resolution and Remote Assistance for Complex Administrative Task -L3 Major Issue Troubleshooting and Escalation to Principal and Follow Up -SLA 8 x 5 NBD response time for Non- Critical Issue -Onsite Support NBD for Non-Critical Issue -Services are Include for Active Directory and Backup Solution -Quarterly Health Check	Unit	1		
<b>SST</b>					
<b>GRAND TOTAL</b>					

### Note

1) You may submit your quotation by using this ALLO's form and attached with your company quotation format.

Compliance	
Payment Term: Within forty five (45) days upon invoice submission and acceptance by Allo	Yes / No
Delivery dateline: All goods to be delivered within 7 days upon PO	Yes / No

Name:

Email:

Phone No:

Company stamp:

Date: