

# Preferred supplier status for the supply of software licenses

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## Invitation to apply for status of preferred supplier of software licenses

The IFRS Foundation (the 'Foundation') is requesting applications from software vendors and resellers to have preferred supplier status for the supply of software licenses to the Foundation.

### About the IFRS Foundation

The IFRS Foundation is an independent, not-for-profit organisation incorporated in the State of Delaware, USA, with its primary operations based in London as an overseas company. Its principal objectives are:

1. to develop, in the public interest, a single set of high quality, understandable, enforceable and globally accepted financial reporting standards based upon clearly articulated principles. These IFRS Standards should require high quality, transparent and comparable financial statements and other financial reporting to help investors, other participants in the world's capital markets and other users of financial information to make economic decisions;
2. to promote the use and rigorous application of the IFRS Standards;
3. in fulfilling the objectives associated with points (a) and (b), to take account of, as appropriate, the needs of a range of sizes and types of entities in diverse economic settings; and
4. to promote and facilitate adoption of IFRS Standards, which are the Standards and interpretations issued by the International Accounting Standards Board (the Board), through the convergence of national accounting standards and IFRS Standards.

The Foundation's main office is located at Cannon Street in London. The Foundation also has a liaison office in Tokyo, which opened in October 2012.

For further information on the Foundation's structure please refer to our website:

<http://www.ifrs.org/The-organisation/Pages/How-we-are-structured.aspx>

Copies of recent financial statements and reports can also be found on the website:

<http://www.ifrs.org/The-organisation/Governance-and-accountability/Annual-reports/Pages/2014-Annual-Report.aspx>

### Scope of services required

Services that would be required by a supplier with preferred status will include but are not limited to:

- general advice on software licensing and purchasing
- guidance with regard to best software licensing model to deploy for most effective implementation of application(s)
- provision of best value pricing for software licensing in line with the Foundation's status as a not for profit organisation
- prompt supply of licenses
- management of the Foundation's existing licensing portfolio

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- updates with regard to changes in licensing law that could affect the Foundation
- updates with regard to manufacturers changes in service

## Period of appointment

This status will be for three (3) years and will be reviewed annually.

## Tender process

Each firm is asked to submit a written proposal setting out how they will meet the requirements outlined below. This proposal should be submitted by 11 November 2016. Between now and 11 November 2016 we have made provision for each firm to arrange a conference call with the Foundation staff to obtain further information about the Foundation and this application. Please contact the IT manager [ITmanager@ifrs.org](mailto:ITmanager@ifrs.org) ((020) 7246 6475) if you would like to arrange a call.

Following on from receipt of the proposals, an assessment process will take place and firms may be contacted to provide answers to questions that arise. Notification of the success of the proposal will be made in the week commencing 21 November 2016.

## Requirements and criteria for assessment

### 1. Supplier/reseller information and background

- Name of business
- Number of years the business been in operation
- If the business is part of a larger group please name them
- Number of offices in mainland UK
- Total number of employees
- Annual turnover
- Please provide a copy of your standard contract or terms of business
- Percentage of income from licensing

### 2. Customer services

- Operating times of your customer support services
- Provisions, if any, in place to deal with out of hours queries (including weekends and bank holidays).
- Process of escalating matters if we are not satisfied with a particular issue or the customer service in general.
- Can the invoice be 'customised' to make it easier for our Finance system e.g. by quoting cost centres
- Any goods or services available without any charge
- Number of implementations you have carried out with similar size & scope

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### 3. Licensing information

- All licenses must be priced using Not For Profit pricing
- The option of perpetual licenses is preferable
- Quotes for license must identify whether they are user licenses or device licenses
- Vendor status with Microsoft

### 4. Governance and independence

- Confirm whether your firm has any potential conflicts of interest;
- confirmation from your firm that it will ensure compliance with independence requirements; and
- confirmation from your firm that it will take all necessary steps to ensure its independence

### 5. Customer References

- Please provide a list of any customers in the Not For Profit sector
- Please provide three customer references that you believe to be relevant to this request

### 6. Pricing

- Suppliers wishing to submit a proposal should contact the Foundation to receive a sample quote request or should provide samples of quotes they have provided in the past

Please send your proposal document by email to [ITManager@ifrs.org](mailto:ITManager@ifrs.org). The deadline for receipt of the proposal is 5pm 11 November 2016. No tender will be opened prior to this deadline so please make all correspondence clearly identifiable.

We would be grateful if you could confirm your willingness to participate in the selection process, and your ability to meet the stated submission date, by 4 November 2016 by email to [ITmanager@ifrs.org](mailto:ITmanager@ifrs.org).

For any issues relating to the tender or its contents, please email [itmanager@ifrs.org](mailto:itmanager@ifrs.org)

### Confidentiality

By accepting this invitation to take part in the tender process, you agree to keep in confidence all information provided to you, whether written or oral, in relation to the tender process and/or in relation to the Foundation's business generally that is not already in the public domain, to use it only for the purposes of this tender and for no other reason and not to disclose any of the said information to any third party.

You will bear any costs and expenses incurred by you in relation to this tender and the said information shall be kept confidential unless it lawfully becomes public knowledge.