

**AMENDMENT 1**

**INVITATION FOR BID  
UOG IFB No. B25-13**

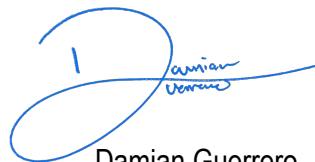
Date Issued: June 19, 2025

**“INDEFINITE QUANTITY BID FOR MICROSOFT EDUCATION LICENSE RENEWALS WITH STUDENT  
BENEFIT”**

This is to notify all prospective offerors of the following amendment set forth below:

**1.1 REPLACE – EXHIBIT A & EXHIBIT B with the updated version set forth as attached.**

All other terms and conditions remain the same.



Damian Guerrero  
Interim Procurement Manager

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Please acknowledge receipt and return by email to [uog.bids@triton.uog.edu](mailto:uog.bids@triton.uog.edu):

Name of company: \_\_\_\_\_

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Print Name/Signature/date

T: +1 671.735.2925 F: +1 671.734.3010 W: [www.uog.edu](http://www.uog.edu) E: [uog.bids@triton.uog.edu](mailto:uog.bids@triton.uog.edu)

Mailing Address: 303 University Drive UOG Station Mangilao, Guam 96913

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**EXHIBIT A  
UOG BID NO. B25-13****“INDEFINITE QUANTITY BID FOR MICROSOFT EDUCATION LICENSE RENEWALS WITH STUDENT BENEFITS”****BID SPECIFICATIONS****General:**

The University of Guam, also referred to as UOG, maintains two Microsoft for Education Office 365 tenants. The tenants owned by UOG are identified by the email domains @triton.uog.edu and @GoTritons.uog.edu.

**Scope:**

UOG is purchasing renewals for its current Microsoft Education licenses for the campus. UOG is NOT interested in moving its primary tenant and intends to renew its current licenses in its current tenant with the addition of its Microsoft Student Use Benefits.

UOG is looking for authorized Microsoft resellers to provide the necessary Microsoft Education U.S. licenses. UOG will purchase Microsoft Education faculty licenses that are eligible for the Microsoft student use benefit ratio (1 Faculty/staff license = 40 Student Use benefit licenses).

The Microsoft for Education licenses that UOG is looking to purchase are:

**1. Subscription: Microsoft 365 for Education licenses eligible for Student Use benefits**Office 365 A3

- Teacher, Faculty, and Staff licenses - Quantity: 1,360 each

Office 365 A3

- Teacher, Faculty, and Staff licenses - Quantity: 5 each

Microsoft 365 A5

- Teacher, Faculty, and Staff licenses - Quantity: 5 each

Microsoft Defender for Endpoint P1 – (OPTIONAL) (UOG would like to get pricing for consideration)

- Quantity: 1360 each

**2. Migration of Student GoTritons.uog.edu to Triton.uog.edu tenant (Email and OneDrive)**

- Migration Quantity: 4700 each

Vendor will migrate UOG students (GoTritons.uog.edu) to the primary UOG tenant (triton.uog.edu). Vendor will move the GoTriton domain to the primary Triton tenant. Vendor will ensure that the old GoTriton tenant with remaining student accounts will remain active.

**3. Setup Student-Use license.**

Vendor will setup and assign all UOG students identified to use the Microsoft Student Use Benefit license on the UOG primary triton tenant.

**4. Training with a script to move users from one license to another**

Vendor will provide training to UOG to move users from the old student tenant to the primary triton tenant. Training shall be documented and recorded.

5. Establish trust and relationship between tenants Triton.uog.edu and Gotritons.uog.edu  
Vendor will setup and establish trust and relationship between the UOG tenants.
6. Microsoft Defender for Endpoint P1 (OPTIONAL)  
Vendor will assist UOG with the proper setup and installation of Microsoft Defender for EndPoint P1 EDR.
7. CSP Term Based Subscriptions include 24x7 technical break/fix support
8. The successful bidder will renew and assign the faculty licenses. UOG will provide a delimited file for updating as needed.
9. The successful bidder will develop, provide, and train UOG with a script for future mass updating of UOG user tenants. Training will be documented and recorded.
10. The successful bidder will deliver the Microsoft for Education licenses no later than July 25, 2025.

The successful bidder will provide all licenses to the University of Guam tenants.

**Vendor Requirements:**

1. Vendor is authorized to sell Microsoft Subscription U.S. licenses (i.e.: Microsoft 365, Office 365).
2. The vendor is responsible for addressing and assisting UOG with any license and title changes.
3. The vendor shall purchase, load, assign, and apply all licenses under the official UOG tenants.
4. The vendor shall provide any additional licenses within 1-3 business days

**CONTRACT TERM:**

The term of this contract will be for one (1) year. The contract will be reviewed every six (6) months for a determination of the continued need for such a contract in accordance with UOG Procurement Regulations Article 3.19.9.2. The contract will be renewed annually based on performance and availability of funds. Termination of the contract must be agreed upon by both parties with a written notice to the other party at least sixty (60) days prior to the end of the current contract.

**EXHIBIT B**  
**UOG BID NO. B25-13**

**“INDEFINITE QUANTITY BID FOR MICROSOFT EDUCATION LICENSE RENEWALS WITH STUDENT BENEFITS”**

1. Bid Submittals:
  - a) Bid prices shall be submitted on the Bid Price Form. All prices shall include shipping, delivery, and manufacturer's warranty. Any additional costs not stated in this bid but are required to complete the delivery and installation of the product and/or services must be included in the bidder's price.
  - b) Bidder shall submit an electronic file with the copy of the bid security included. One (1) original file of copy submitted electronically, and original bid security will need to be receipted at UOG procurement office before the bid deadline.

**Bid award to be based on the required items in EXHIBIT A and to be based on price, compliance to the specification, services, delivery and any requirements in the BID package.**

No.	ITEM DESCRIPTION	Quantity	Unit Price	BID Price
1.	<b>Office 365 A3:</b>			
	• Teacher, Faculty, and Staff Licenses	1,360	\$	\$
2.	<b>Microsoft 365 A3:</b>			
	• Teacher, Faculty, and Staff Licenses	5	\$	\$
3.	<b>Microsoft 365 A5:</b>			
	• Teacher, Faculty, and Staff Licenses	5	\$	\$
4.	<b>Migration of Students (1yr active students)</b>	4700	\$	\$
5.	<b>Miscellaneous services</b>			
	• Setup, Training, Technical break-fix, etc.			
Grand Total:				
OPTIONAL:				
	Microsoft Defender for Endpoint P1	1360		
Delivery: _____ weeks after receipt of purchase order				

**BIDDERS ACKNOWLEDGMENT (PRINT, SIGN & DATE)**

**OTHER NOTES:**

1. These specifications have been written to describe minimum equipment and performance requirements to be supplied by the equipment manufacturer bidding. Reasonable tests may be conducted upon delivery before acceptance.
2. The University reserves the right to accept and/or reject any and all bids, to waive any defects, irregularities, or specification discrepancies and to award the bid deemed to be in the best interest of the University.