

Asad Shamsi

From: Akshay Sharma
Sent: Friday, September 6, 2024 11:53 AM
To: Praful Surve; Asad Shamsi
Cc: HO IT Support; Samrat Narvekar; Venu Madhav Singaraju
Subject: RE: O365 License Utilization 15 AUG 2024 - Semolina Mumbai HO

Approved

From: Praful Surve <praful.surve@travelfoodservices.com>
Sent: Friday, September 6, 2024 11:51 AM
To: Asad Shamsi <asad.shamsi@travelfoodservices.com>; Akshay Sharma <akshay.sharma@semolinakitchens.com>
Cc: HO IT Support <ho.itsupport@travelfoodservices.com>; Samrat Narvekar <samrat.narvekar@travelfoodservices.com>; Venu Madhav Singaraju <venu.singaraju@travelfoodservices.com>
Subject: RE: O365 License Utilization 15 AUG 2024 - Semolina Mumbai HO

Hi Asad,

As discussed, Kindly approve 16 - Office 365 E1 & 10 - Apps for Business on urgent basis.

[@Akshay Sharma](#) sir kindly approve for the same.

For IT-related Support: Please raise an incident/ticket using the links provided below.
Self Service: <https://app.assetinfinity.com/Account/MultiTenantLogin>

Disclaimer: Minimal IT Support to be provided without incidents raised.
Thanks for reaching out to IT Helpdesk. Have a nice day.

Praful Surve

+91 9321448985

Travel Food Services Pvt. Ltd.

**Shiv Sagar Estate, A-Block, 1st Floor,
Dr. Annie Besant Road, Worli Point,
Mumbai-400018.**



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TRAVEL RETAIL

From: Asad Shamsi <asad.shamsi@travelfoodservices.com>

Sent: Friday, September 6, 2024 11:38 AM

To: Praful Surve <praful.surve@travelfoodservices.com>

Cc: HO IT Support <ho.itsupport@travelfoodservices.com>; Samrat Narvekar <samrat.narvekar@travelfoodservices.com>; Venu Madhav Singaraju <venu.singaraju@travelfoodservices.com>; Akshay Sharma <akshay.sharma@semolinakitchens.com>

Subject: RE: O365 License Utilization 15 AUG 2024 - Semolina Mumbai HO

Dear Praful,

I suppose you haven't got it. We need to procure below minimum licenses for levelling the overutilization as of now. Additionally if you need to get more email ids created, please add that count to below quantity mentioned and get approval on it.

Sr. No.	License Plan Name	Quantity
1	Office 365 E1	11
2	Apps for Business	5

Regards

Asad Shamsi

+91 9930909463

From: Praful Surve <praful.surve@travelfoodservices.com>

Sent: Friday, September 6, 2024 11:33 AM

To: Asad Shamsi <asad.shamsi@travelfoodservices.com>

Cc: HO IT Support <ho.itsupport@travelfoodservices.com>; Samrat Narvekar <samrat.narvekar@travelfoodservices.com>; Venu Madhav Singaraju <venu.singaraju@travelfoodservices.com>; Akshay Sharma <akshay.sharma@semolinakitchens.com>

Subject: RE: O365 License Utilization 15 AUG 2024 - Semolina Mumbai HO

Hi Asad,

Kindly provide 5 Microsoft license apps for business as discussed.

[@Akshay Sharma](#) sir kindly approve for the same.

Disclaimer: Minimal IT Support to be provided without incidents raised.

Thanks for reaching out to IT Helpdesk. Have a nice day.

Praful Surve

+91 9321448985

Semolina Kitchens, Art Guild House,

Next to Phoenix Marketcity Mall

Lower Ground floor- B Wing 02 & 03 Coworking Office,
LBS Marg, Kurla West, Mumbai-400070



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From: Asad Shamsi <asad.shamsi@travelfoodservices.com>

Sent: Wednesday, September 4, 2024 9:39 PM

To: Praful Surve <praful.surve@travelfoodservices.com>

Cc: HO IT Support <ho.itsupport@travelfoodservices.com>; Samrat Narvekar <samrat.narvekar@travelfoodservices.com>; Venu Madhav Singaraju <venu.singaraju@travelfoodservices.com>

Subject: RE: O365 License Utilization 15 AUG 2024 - Semolina Mumbai HO

Dear Praful,

As per the latest O365 usage list, it is found that there were more users who were not accounted in Semolina. Have added the same.

Please check all the users email list of semolina HO attached and provide confirmation to procure the overutilized licenses and spare licenses required as per forecast.

Do let me know if any users are missed out.

Company Name	Procured		Current Used		Remaining	
	E1	Apps for Business	E1	Apps for Business	E1	Apps for Business
SEMOLINA-MUM	30	30	41	30	-11	0
						5 Required

Overutilized and minimum licenses required are “Office 365 E1” – **11 Nos.** along with “Apps for Business” – **5 Nos.** You can add more licenses as per spare required and get the approval to procure the same ASAP.

Regards
Asad Shamsi
+91 9930909463

From: Asad Shamsi
Sent: Tuesday, August 27, 2024 1:33 PM
To: Praful Surve <praful.surve@travelfoodservices.com>
Cc: HO IT Support <ho.itsupport@travelfoodservices.com>; Samrat Narvekar <samrat.narvekar@travelfoodservices.com>; Venu Madhav Singaraju <venu.singaraju@travelfoodservices.com>
Subject: RE: O365 License Utilization 15 AUG 2024 - Semolina Mumbai HO

Dear Praful,

Reminder !

Please get an approval for procurement of over utilized O365 licenses and additional required for SKPL Mumbai HO (Kurla)

Regards
Asad Shamsi
+91 9930909463

From: Asad Shamsi
Sent: Thursday, August 22, 2024 6:53 PM
To: Praful Surve <praful.surve@travelfoodservices.com>
Cc: HO IT Support <ho.itsupport@travelfoodservices.com>; Samrat Narvekar <samrat.narvekar@travelfoodservices.com>; Venu Madhav Singaraju <venu.singaraju@travelfoodservices.com>
Subject: O365 License Utilization 15 AUG 2024 - Semolina Mumbai HO

Dear Praful,

Here is the attached report of O365 license utilization and active mailboxes for **SEMOLINA-MUMBAI-HO**.

Request you to get all users ids verified and confirm if any needs to be deactivated.

Also ensure that users to whom "Apps for Business" licenses are assigned have Microsoft 365 Apps for business ver. Of Office installed in their systems.

Please note the **additional usage** if any and provide the **license requirement** including spare of **Office 365 E1** and **Apps for Business** licenses to be procured.

Office 365 Licenses Details:

Company Name	Procured		Current Used		Remaining	
	E1	Apps for Business	E1	Apps for Business	E1	Apps for Business
SEMOLINA-MUM	30	30	35	29	-5	1

Immediate Action Items:-

Send a request for the count of additional licenses required for Semolina Mumbai HO as per over consumption, new joiner forecast with approval on email ASAP.

Do let me know if you have any queries.

(Extra licenses used O365 E1 – 5 Nos. and 1 request is pending)

Regards

Asad Shamsi

+91 9930909463