

## Asad Shamsi

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**From:** Praful Surve  
**Sent:** Wednesday, October 9, 2024 12:14 PM  
**To:** Asad Shamsi  
**Cc:** Ameet.Koomar; Richa Singh Rathore; Akshay Sharma  
**Subject:** RE: O365 License Utilization 30 SEP 2024 - Semolina Mumbai HO

Hi Asad,

PFB approval for O365 licences as per your requirement.

**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:** Akshay Sharma <akshay.sharma@semolinakitchens.com>  
**Sent:** Wednesday, October 9, 2024 11:28 AM  
**To:** Praful Surve <praful.surve@travelfoodservices.com>  
**Cc:** Ameet.Koomar <Ameet.Koomar@adani.com>; Richa Singh Rathore <Richa.singh@semolinakitchens.com>  
**Subject:** RE: O365 License Utilization 30 SEP 2024 - Semolina Mumbai HO

Approved

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**From:** Praful Surve <[praful.surve@travelfoodservices.com](mailto:praful.surve@travelfoodservices.com)>  
**Sent:** Tuesday, October 8, 2024 5:00 PM  
**To:** Akshay Sharma <[akshay.sharma@semolinakitchens.com](mailto:akshay.sharma@semolinakitchens.com)>  
**Cc:** Ameet.Koomar <[Ameet.Koomar@adani.com](mailto:Ameet.Koomar@adani.com)>; Richa Singh Rathore <[Richa.singh@semolinakitchens.com](mailto:Richa.singh@semolinakitchens.com)>  
**Subject:** FW: O365 License Utilization 30 SEP 2024 - Semolina Mumbai HO

Hi Akshay Sir,

We need more 13 licences for office O365 for our users. We are already overutilizing 8 nos of licences. We need to purchase this and also more 3 to 5 for licences in spare for upcoming joining. Also find below trail email for the same by Asad Shamsi.

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**Praful Surve**

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glebakitchens



tfs

TRAVEL RETAIL

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**From:** Asad Shamsi <[asad.shamsi@travelfoodservices.com](mailto:asad.shamsi@travelfoodservices.com)>

**Sent:** Monday, October 7, 2024 6:33 PM

**To:** Praful Surve <[praful.surve@travelfoodservices.com](mailto:praful.surve@travelfoodservices.com)>

**Cc:** HO IT Support <[ho.itsupport@travelfoodservices.com](mailto:ho.itsupport@travelfoodservices.com)>; Samrat Narvekar <[samrat.narvekar@travelfoodservices.com](mailto:samrat.narvekar@travelfoodservices.com)>; Venu Madhav Singaraju <[venu.singaraju@travelfoodservices.com](mailto:venu.singaraju@travelfoodservices.com)>

**Subject:** O365 License Utilization 30 SEP 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 verified and confirm if any needs to be deactivated.

Please note the additional usage of Office 365 E1 and Apps for Business Licenses required to be procured ASAP.

Company Name	Procured						Current Used							
	Basic	Standard	E1	E3	Apps for Business	Online Archive	Basic	Standard	E1	E3	Apps for Business	Online Archive	Basic	St:
SEMOLINA-MUM	0	0	46	0	40	0	0	4	50	0	39	0	0	

Overutilized and minimum licenses required are “Office 365 E1” – 8 Nos. along with “Apps for Business” – 8 Nos.  
You can add more licenses as per spare required and get the approval to procure the same ASAP.

Regards  
Asad Shamsi  
+91 9930909463