


From: Shubhendu Biswas
To: Asad Shamsi
Cc: Samrat Narvekar; Venu Madhav Singaraju; Nikhil Bhushan
Subject: RE: Weekly meeting with Kolkata Team
Date: 22 December 2023 13:17:38
Attachments: RE Windows 10 11 OS License Requirement for Semolina Guwahati.mso


Hello Asad,

Please check the license requirement count.

Location	Qty
Kolkata	35
Guwahati	24
BBSR	5

Thanks & Regards,
 Shubhendu Biswas | Manager-IT | Phone :- 9748373744



From: Asad Shamsi <asad.shamsi@travelfoodservices.com>
Sent: 22 December 2023 12:43
To: Shubhendu Biswas <shubhendu.biswas@travelfoodservices.com>
Cc: Samrat Narvekar <samrat.narvekar@travelfoodservices.com>; Venu Madhav Singaraju <venu.singaraju@travelfoodservices.com>; Nikhil Bhushan <nikhil.bhushan@travelfoodservices.com>
Subject: RE: Weekly meeting with Kolkata Team

Dear Shubhendu,

As discussed in the last meeting, I suppose the license requirement count was to come from you for the last 1 year hardware procurement. Please provide the same to proceed.

Asad Shamsi
 Manager – IT

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 Travel Food Services Pvt. Ltd.
 Shiv Sagar Estate, A-Block, 1st Floor,
 Dr. Annie Besant Road, Worli,
 Mumbai-400018.



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From: Shubhendu Biswas <shubhendu.biswas@travelfoodservices.com>
Sent: 22 December 2023 12:36
To: Asad Shamsi <asad.shamsi@travelfoodservices.com>
Cc: Samrat Narvekar <samrat.narvekar@travelfoodservices.com>; Venu Madhav Singaraju <venu.singaraju@travelfoodservices.com>; Nikhil Bhushan <nikhil.bhushan@travelfoodservices.com>
Subject: RE: Weekly meeting with Kolkata Team
Importance: High

Dear Asad,

Could you please update on the Microsoft windows License status for (Kolkata,BBSR & Guwahati)

Thanks & Regards,
 Shubhendu Biswas | Manager-IT | Phone :- 9748373744



From: Shubhendu Biswas
Sent: 12 December 2023 10:44
To: Samrat Narvekar <samrat.narvekar@travelfoodservices.com>; Venu Madhav Singaraju <venu.singaraju@travelfoodservices.com>; Nikhil Bhushan <nikhil.bhushan@travelfoodservices.com>
Cc: Asad Shamsi <asad.shamsi@travelfoodservices.com>
Subject: RE: Weekly meeting with Kolkata Team
Importance: High

Dear All,
 Good Morning.

Please find the yesterday MOM discussion 11-12-23 with updated IT issue tracker if I have missed anything please add on to this.

Location	Problem statement	Impact	Solutions
Kolkata & BBSR	Unavailability -Spare of IT hardware -POS & Accessories	We do not have spare of IT hardware ,hence if in case any breakdown happen we will not able to support to business ,it will impact as work loss.	Shubhendu will raised PR for POS Accessoris (Like printer, cash drawer, etc.. to Safal post Nikhil email approval & Samrat will arrange to send 5 non pos bank set to Kolkata and also provider time line to close.
KOLKATA & BBSR	Navision Licence issue and Navision id creation access in our id	Lock issue by Another users we have to wait until others finished their works.	We have recently increased some more licenses and we have to manage within this scope, if there is any escalation has come we will loop in Venu , and Venu will speak to users Dept. HOD .
KOLKATA & BBSR	Microsoft winnows & office License (Kolkata,BBSR & Guwahati)	Using our valid MS licenses which is High risk in terms of Audit.	As discussed with Asad ,as he is already working on it to get procure MS Licenses ,Also Shubhendu will share list of IT Assets (laptop & desktop) which was procure since last 1 year to get it verified Licenses GAP. Kolkata and also provider time line to close.
Kolkata	Different projects are ongoing...like Online DMB...Food and gate...Pipli...	Post installation Food & Gate, One DMB and Pipli IT issue are increased day by day and extra lot of work has increased.	Shubhendu will consolidate all DMB issues and heighited to Badal ,and food & gate issues highlighted to Nikhil

Kolkata	LMS will be Running with TAB for lounge.		Shubhendu will prepare two tab with LMS software as Samrat will support in terms of installation and implementation process.
Kolkata	Pine lab machine network issues..	Sim cards are not working at the outlets due to network un-availability	We had intimated to Imran also Venu has intimated to him to get those devices replacement ,some wireless devices and different sim cards, It seems to be network jammer issue at bus gate area, so Shubhendu will speak to Sudipto on to this ,he will further look into it with AAI commercial dept.
Guwahati	Purchase and approval policy	We do not have standard SOP for IT purchase Guwahati semolina	As discussed Guwahati Local in charge will be 1st approval in any IT assets or IT infra purchase 2nd level we have to take approval from CFO (meet.koomar@adani.com) and post approval get it raised PR with safal with attached approval email.
Kolkata	Kolkata Lounges old desktop Issue	Application is working very slow due to customer on boarding process delaying	Shubhendu will raised two desktop PR to Safal post Nikhil approval

Thanks & Regards,
Shubhendu Biswas | Manager-IT | Phone :- 9748373744



-----Original Appointment-----

From: Samrat Narvekar <samrat.narvekar@travelfoodservices.com>

Sent: 06 December 2023 12:34

To: Samrat Narvekar; Shubhendu Biswas; Venu Madhav Singaraju; Nikhil Bhushan

Subject: Weekly meeting with Kolkata Team

When: 11 December 2023 15:00-16:00 (UTC+05:30) Chennai, Kolkata, Mumbai, New Delhi.

Where: Microsoft Teams Meeting

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