

27 April 2023

Section (9)(2)(a)

Section (9)(2)(a)

Section (9)(2)(a)

Ref: OIA 103056

Tēnā koe Section (9)(2)(a)

Official Information Act request: Microsoft licenses

Thank you for your email of 3 March 2023, requesting under the Official Information Act 1982 (the Act):

Please provide correspondence and documents from the past six months regarding Microsoft licences purchased, or being paid for, by the Ministry of Justice.

You followed up with a further request on 6 March 2023, requesting:

1. *How many Microsoft licences, and for what software, had been purchased or were being paid for by the Ministry?*
2. *When was it determined this number was excessive, and what was this cut down to?*
3. *Why was such a number purchased in the first place, and how much money was spent on this?*
4. *How has the ministry changed how it manages such licences?*

On 31 March 2023, we contacted you to notify a 15 working day extension on your request, to allow for necessary consultations to take place, in accordance with section 15(A) of the Act.

Please find the Ministry's response to both of your requests below. I can advise that the total annual spend on Microsoft licenses as of September 2022 was \$4,668,091.99 excluding GST.

The document schedule below details the documents being released to you. Some information has been withheld under the following sections of the Act:

- section 9(2)(a), to protect the privacy of natural persons and
- section 9(2)(b)(ii), to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.

In accordance with section 9(1) of the Act, I have considered the public interest in making available the information being withheld and determined that it does not outweigh the need to withhold the information at this time.

In response to your questions from 6 March 2023, the Ministry manages Microsoft licenses under its standard procurement process based on its needs. This process has not changed over the past six months.

Under the terms of our agreement with Microsoft, we purchase a surplus of 0.5% of our total number of licences to remain proactive to be able to respond to new users (onboarding) and remain compliant. The Ministry annually reviews its volume and consumption of licences, and adjusts accordingly, though there have been no significant reductions in licences as result of the most recent review. The small surplus enables the Ministry to remain responsive to new users, while remaining compliant with Microsoft’s compliance review program.

Microsoft regularly conducts audits under its licensing agreement. The Ministry would incur substantial additional costs if products were under licensed.

The Ministry has purchased the following Microsoft licenses over the past six months, between October 2022 and March 2023:

Microsoft licence/product	Quantity	Software functionality
Dynamics 365 Customer Service Enterprise	38	Used for customer service automation that streamlines case and knowledge management and provides visibility into performance with dashboards and reports.
Core Infrastructure Server Standard	33	Assigned to physical cores on the server which is determined by the number of server cores inside the number of processors.
Microsoft 365 E5	5,926	A cloud-based suite of productivity Office apps combined with advanced voice, analytics, security, and compliance services.
Microsoft Defender for Endpoint Server	240	An endpoint security solution for vulnerability management, endpoint protection, and managed services in a single unified platform.
Power Automate per user plan	5	To create automated workflows between applications and services to improve productivity and work more effectively.
Project Plan 3	230	A project management tool to keep projects, resources and teams organised and on track.
Project Plan 5	13	Same functionality as a Project Plan 3 license, with the enhanced ability to access the entire Project Online platform having an enterprise view to manage capabilities, demand, and resources.
Teams Room Premium	150	Delivers enhanced in-room meeting experiences such as intelligent audio and video, virtual appointments, and dual screen support.

Visio Plan 2	390	To create professional business diagrams such as flowcharts, org charts, data flow diagrams, business process modelling and swim-lane diagrams, etc. These business diagrams can also be connected to data.
Visual Studio Professional w/ MSDN	6	Development and testing tool to access both current and previous versions of core Microsoft platforms.
System Centre Datacentre – Core License	17	Allows for the management of any number of virtual machines or Hyper-V containers.
SQL CAL – Device	46	Gives a user the right to access the services of a server.
SQL Server Enterprise Edition – Per Core	2	Delivers high-end datacentre capabilities for applications requiring mission critical in-memory performance, security, and high availability.
SQL Server Standard – Server/CAL	5	Allows for an unlimited number of users and devices to be connected to a server.
SQL Server Standard Edition – Per Core	26	Allows access for an unlimited number of users or devices to connect from either inside or outside an organisation's firewall.
Windows Remote Desktop Services – CAL	270	Required to access a remote desktop on the server, essential for flexible/remote working.

Please note that this response, with your personal details removed, may be published on the Ministry of Justice website at: justice.govt.nz/about/official-information-act-requests/oia-responses/.

If you require any further information, please contact Media & Social Media Manager Joe Locke at media@justice.govt.nz.

You have the right to make a complaint to the Ombudsman under section 28(3) of the Act. The Ombudsman may be contacted by email at info@ombudsman.parliament.nz or by phone on 0800 802 602.

Nāku noa, nā



Tina Wakefield
Deputy Secretary, Corporate and Digital Services

Documents for release

No.	Date	Title	Notes
1	August 2022	Microsoft Azure consumption	Released in part, with some information withheld under sections 9(2)(a) and 9(2)(b)(ii)
2	No date	Project P3 sub per user	
3	September 2022	Microsoft Azure consumption	
4	November 2022	D365 Customer Service Sub Per User)	
5	November 2022	Microsoft Azure Consumption	
6	November 2022	Microsoft 365 E5 (NCE COM MTH)	
7	December 2022	Microsoft Azure Consumption	
8	December 2022	Microsoft Azure Consumption	
9	January 2022	Microsoft Consumption	
10	January 2023	Power Automate Sub Per User	
11	March 2023	Microsoft 365 E5 (NCE COM MTH)	
12	March 2023	Project P3 Sub Per User March	

Ministry of Justice

RITM: 981194

Location: National Office

This order No. is to be shown on all relevant packages, delivery notes, consignment notes and invoices

Purchase Order: Software Support

To:

Please supply the under-mentioned goods to:

Fujitsu NZ Limited
PO Box 3547
Wellington New Zealand
Attn:
Vendor reference: QT136162-v3

National Office - Justice Centre
Level 3, Justice Centre, 16 Kate Sheppard
Wellington 6011
Deliver To: Emily Edmanson

Qty	Vendor Part	Item	Price	Amount
1	MS_Consumption	Microsoft Azure Consumption	s9(2)(b)(ii)	s9(2)(b)(ii)
			Sub Total: \$NZD	s9(2)(b)(ii)
			GST @ 15%	s9(2)(b)(ii)
			Total	s9(2)(b)(ii)

Attn: Microsoft Azure Overage (August) 2022

Financial Authority		
RC	Item	Analysis
87091	3620	
CAPEX		

Signature:	<i>PP: Emily Edmanson</i>
Financial Authority:	Einge Rodriguez
Date:	04/10/2022

Deliveries in accordance with this order will be taken as an acceptance of the terms hereon.

QUOTATION

Ministry of Justice

Level 3, Justice Centre 19 Aitkin Street
Wellington WGN 6011

Phone:

eMail: ITPROCUREMENT@justice.govt.nz

Account No: 103433

Attention: IT PROCUREMENT

Fujitsu New Zealand Limited

Quote #: QT136162

Date: 13/09/2022

Expiration: 27/09/2022

Renewal Contact: Rebecca Niebla

licensing@nz.fujitsu.com

Account Manager: Craig Nolte



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Microsoft Azure Consumption - August 2022

SKU	Description	Quantity	Maintenance Start Date	Maintenance End Date	Unit Cost	Extended Total
MS_Consumption	Microsoft Consumption	1	1 August 2022	31 August 2022	s9(2)(b)(ii)	
Comments: Coverage: 01/08/2022 to 31/08/2022 Agreement: 66494483					Total	s9(2)(b)(ii)
					GST 15.00%	s9(2)(b)(ii)
					Total (Incl GST)	s9(2)(b)(ii)

Terms and Conditions of this quote:

This quote is valid for 14 days unless notified otherwise. Prices are quoted in New Zealand Dollars. Prices do not include GST or freight. Should Fujitsu incur additional costs due to exchange fluctuations after the date of our price quotation, Fujitsu may alter our price accordingly. Unless otherwise agreed in writing between the parties, all products supplied by Fujitsu are provided in accordance with our Standard Terms and Conditions of Sale which are available upon request and are provided with the manufacturers' standard warranty unless otherwise specified. The Consumer Guarantees act 1993 will not apply to any goods or services acquired for business purposes. Fujitsu is required to comply with its obligations under NZ Privacy legislation. In the event that the software manufacturer requires any personal information about the Customer, Fujitsu will provide such information to the software manufacturer for the purposes of ensuring compliance with its licensing obligations.

Fujitsu New Zealand Limited

Head Office: Level 12, Fujitsu Tower, 141 The Terrace
PO Box 3547, Wellington
Phone: (64 4) 495 0700
Fax: (64 4) 495 0722



shaping tomorrow with you

From: [ITPROCUREMENT](#)
To: licensing@fujitsu.com; [ITPROCUREMENT](#)
Cc: craig.nolte@fujitsu.com; licensing.nz@fujitsu.com; [Ranjit, Shivani](#)
Subject: APPROVED - RITM: 0981194 - Microsoft Azure Consumption August 2022 - QT136162
Date: Tuesday, 4 October 2022 5:11:36 pm
Attachments: [APPROVED RITM0981194.pdf](#)

Hi team,

Please find attached approved purchase order for monthly Azure consumption (August).

For billing purposes, please ensure both **RITM0981194** & **M87091** are clearly visible on the invoice.

Ngā mihi,
Emily



Emily Edmanson [\(she/her\)](#)
Software & License Analyst | Corporate & Digital Services
Direct **s9(2)(a)**
www.justice.govt.nz

Mon Tues Wed Thur Fri



From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Monday, 3 October 2022 1:21 pm
To: licensing@fujitsu.com; [ITPROCUREMENT](#) <ITPROCUREMENT@justice.govt.nz>
Cc: craig.nolte@fujitsu.com; licensing.nz@fujitsu.com
Subject: RE: Microsoft Azure Consumption August 2022 - QT136162

Hi team,

Sorry for the delay. The Azure consumption had gone over what was budgeted for, so had to work through that.

Request is raised and waiting for approvals. Will get this through asap.

Ngā mihi,
Emily



Emily Edmanson [\(she/her\)](#)
Software & License Analyst | Corporate & Digital Services
Direct **s9(2)(a)**
www.justice.govt.nz

Mon Tues Wed Thur Fri



From: licensing@fujitsu.com <licensing@fujitsu.com>
Sent: Tuesday, 13 September 2022 5:44 pm

From: licensing@fujitsu.com
To: [ITPROCUREMENT](#); [Edmanson, Emily](#)
Cc: craig.nolte@fujitsu.com; licensing@fujitsu.com; licensing@fujitsu.com
Subject: FW: Microsoft Azure Consumption August 2022 - QT136162
Date: Wednesday, 28 September 2022 3:59:40 pm
Attachments: [QT136162-v3.pdf](#)

Hi Team,

It appears we have not yet received your PO for this Azure consumption.

Appreciate if you can confirm with us your PO, so we can invoice this month.

Thank you.

Regards,
Rebecca

From: licensing@fujitsu.com <licensing@fujitsu.com>
Sent: Tuesday, 13 September 2022 5:44 pm
To: ITPROCUREMENT@justice.govt.nz; [Edmanson, Emily](#) <Emily.Edmanson@justice.govt.nz>
Cc: Nolte, Craig <craig.nolte@fujitsu.com>; [Fujitsu Licensing](#) <licensing@fujitsu.com>; [Fujitsu Licensing](#) <licensing@fujitsu.com>
Subject: Microsoft Azure Consumption August 2022 - QT136162

Hi Emily,

Please find attached a quote for Microsoft Azure Consumption for the period of 01/08/200 to 31/08/2022 that Ministry of Justice had consumed and Microsoft had already invoiced.

Kindly provide your purchase order to cover this Azure consumption.

If you have any questions or require further assistance regarding the attached quote, please do not hesitate to contact the Fujitsu Software Licensing Team at licensing@fujitsu.com.

Kind regards

Fujitsu Licensing Team

T +64 4 495 0700 | E licensing@fujitsu.com | W nz.fujitsu.com

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RELEASED UNDER THE OFFICIAL INFORMATION ACT 1982

Ministry of Justice	RITM: 982061
Location: National Office	This order No. is to be shown on all relevant packages, delivery notes, consignment notes and invoices
Purchase Order: Software	

To: Fujitsu NZ Limited PO Box 3547 Wellington New Zealand Attn: Vendor reference: QT136782-v1	Please supply the under-mentioned goods to: National Office - Justice Centre Level 3, Justice Centre, 16 Kate Sheppard Wellington 6011 Deliver To: Emily Edmanson
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Qty	Vendor Part	Item	Price	Amount
20	7LS-00002	Project P3 Sub Per User	s9(2)(b)(ii)	s9(2)(b)(ii)
			Sub Total: \$NZD	s9(2)(b)(ii)
			GST @ 15%	s9(2)(b)(ii)
			Total	s9(2)(b)(ii)

Attn: 20x Microsoft Project P3 licenses required for EPMO.

Financial Authority <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">RC</td> <td style="width: 30%;">Item</td> <td style="width: 40%;">Analysis</td> </tr> <tr> <td style="text-align: center;">80210</td> <td style="text-align: center;">3620</td> <td></td> </tr> <tr> <td colspan="3">CAPEX</td> </tr> </table>	RC	Item	Analysis	80210	3620		CAPEX			Signature: <u>PP: Emily Edmanson</u> Financial Authority: Rebecca Grace Date: <u>04/10/2022</u>
RC	Item	Analysis								
80210	3620									
CAPEX										

Deliveries in accordance with this order will be taken as an acceptance of the terms hereon.

QUOTATION

Ministry of Justice

Level 3, Justice Centre 19 Aitkin Street
Wellington WGN 6011

Phone:

eMail: ITPROCUREMENT@justice.govt.nz

Account No: 103433

Attention: IT PROCUREMENT

Fujitsu New Zealand Limited

Quote #: QT136782

Date: 3/10/2022

Expiration: 17/10/2022

Renewal Contact: Craig Nolte

licensing@nz.fujitsu.com

Account Manager: Craig Nolte



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Microsoft Project Plan 3

Sku	Description	Quantity	Maintenance Start Date	Maintenance End Date	Unit Cost	Extended Total
7LS-00002	Project P3 Sub Per User	20	1 November 2022	30 September 2023	s9(2)(b)(ii)	s9(2)(b)(ii)
Comments:					Total	s9(2)(b)(ii)
					GST 15.00%	s9(2)(b)(ii)
					Total (Incl GST)	s9(2)(b)(ii)

Terms and Conditions of this quote:

This quote is valid for 14 days unless notified otherwise. Prices are quoted in New Zealand Dollars. Prices do not include GST or freight. Should Fujitsu incur additional costs due to exchange fluctuations after the date of our price quotation, Fujitsu may alter our price accordingly. Unless otherwise agreed in writing between the parties, all products supplied by Fujitsu are provided in accordance with our Standard Terms and Conditions of Sale which are available upon request and are provided with the manufacturers' standard warranty unless otherwise specified. The Consumer Guarantees act 1993 will not apply to any goods or services acquired for business purposes. Fujitsu is required to comply with its obligations under NZ Privacy legislation. In the event that the software manufacturer requires any personal information about the Customer, Fujitsu will provide such information to the software manufacturer for the purposes of ensuring compliance with its licensing obligations.

Fujitsu New Zealand Limited

Head Office: Level 12, Fujitsu Tower, 141 The Terrace
PO Box 3547, Wellington
Phone: (64 4) 495 0700
Fax: (64 4) 495 0722



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From: [ITPROCUREMENT](#)
To: craig.nolte@fujitsu.com
Cc: licensing@fujitsu.com
Subject: APPROVED - RITM: 0982061 - 20x Project P3 licenses
Date: Tuesday, 4 October 2022 5:31:28 pm
Attachments: [APPROVED_RITM0982061.pdf](#)
Importance: High

Hi Craig,

Please find attached approved purchase order to proceed with the additional 20x P3 licenses.

It would be greatly appreciated if you can process this urgently as we had been waiting until the renewal kicked over.

For billing purposes, please ensure both **RITM0982061** & **M80210** are clearly visible on the invoice.

Ngā mihi,
Emily



Emily Edmanson ([she/her](#))

Software & License Analyst | Corporate & Digital Services

Direct **s9(2)(a)**

www.justice.govt.nz

Mon Tues Wed Thur Fri



From: craig.nolte@fujitsu.com <craig.nolte@fujitsu.com>
Sent: Monday, 3 October 2022 2:57 pm
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Cc: licensing@fujitsu.com
Subject: Project P3

Hi Emily,

I hope that you had a good weekend. Please see attached quote for additional Microsoft Project P3 licenses.

Kind regards
Craig

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RELEASED UNDER THE OFFICIAL INFORMATION ACT 1982

From: [Want, Lorraine](#)
 To: [Edmanson, Emily](#)
 Subject: RE: P3 License and Memo
 Date: Wednesday, 7 September 2022 7:42:49 am
 Attachments: [image007.png](#)
[image011.png](#)
[image012.png](#)
[image013.png](#)

Ok so long story short if we buy the additional 20 we have enough licenses for everyone. We have approval to do that so we should go ahead and take the total up to 80 P3 licenses. Please let me know if you find out when the blackout is done and we can sort them.
 Can I also please ask a favour – can you please look at REQ0893147 which is for a license for Tamar. She isn't appearing in your list below so I'm wondering if her request has got stuck somewhere?

Thanks heaps for this

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
 Sent: Tuesday, 6 September 2022 4:28 pm
 To: Want, Lorraine <Lorraine.Want@justice.govt.nz>
 Subject: RE: P3 License and Memo
 Importance: High

Hey Lorraine

Not quite the mic drop moment yet ... 😊 nearly!

So I've crunched the numbers and checked licensed users. With the recent list of removals and upgrades we'll still be short by 11 P3 licenses. Currently there are zero P3s and 4 people already waiting to inherit a license when more become available. Users below

[Home](#) > [Ministry of Justice | Licenses](#) > [Licenses | Overview](#) > [Groups with license assignment errors](#) > [Corp-Office-365E5-ProjectOnline-P3 | Licenses](#) >

License assignment errors

Users	User Name	Failed assignments #	Top reason for failure
Jessica Nickelsen	Jessica.Nickelsen@ministryofjusticenz.onmicrosoft.com	1/2	Not enough licenses
Kennedy, Mikayla	Mikayla.Kennedy@justice.govt.nz	1/2	Not enough licenses
Mills, Deborah	Deborah.Mills@justice.govt.nz	2/2	Not enough licenses
Toon, Jo	Jo.Toon@justice.govt.nz	2/2	Not enough licenses

The memo looks good I can go ahead with getting the additional 20 licenses to run for the full year 01/10/2022 – 30/09/2023 to bring the total P3 up to 80. This will cover those that still need a license and have a few licenses leftover for buffer. However we're still in the blackout window with Microsoft as they progress all the AoG Microsoft agreements. I asked Fujitsu when we can start purchasing additional licenses.

I've raised the below requests –

RITM0967501 – Remove

Name	Email	Device	License	SCCM group to remove	License group to remove
Iona Carlyle	iona.carlyle@justice.govt.nz	Out of scope	P5		Out of scope
Campbell Duncan	Duncan.Campbell@ministryofjusticenz.onmicrosoft.com		P5		
Andries Poot	andries.poot@justice.govt.nz		P5		
David Watson	david.watson@justice.govt.nz		P5		
Adrian Harvey	Adrian.Harvey@justice.govt.nz		P3		
Alejandra Figueroa	Alejandra.Figueroa@justice.govt.nz		P3		
Ali Horsley	Ali.Horsley@justice.govt.nz		P3		
Erana Brewerton	Erana.Brewerton@justice.govt.nz		P3		
Farzeen Singh	Farzeen.Singh@justice.govt.nz		P3		
Hannah Harmon	Hannah.Harmon@justice.govt.nz		P3		
Lily Szymanski	Lily.Szymanski@justice.govt.nz		P3		
Mark Devereaux	Mark.Devereaux@justice.govt.nz		P3		
Mark Robinson	Mark.Robinson@justice.govt.nz		P3		
Nathan Li	Nathan.Li@justice.govt.nz		P3		
Radhika Ram	Radhika.Ram@justice.govt.nz		P3		
Ross Dixon	Ross.Dixon@justice.govt.nz		P3		
Simon Hide	Simon.Hide@justice.govt.nz		P3		
Steve Gunson	Steve.Gunson@justice.govt.nz		P3		

RITM0967514 – Upgrade

Name	Email	Device	License	SCCM group to remove	License group to remove	License group to add
Neil Brittain	Neil.Brittain@justice.govt.nz	Out of scope	P5	N/A	Out of scope	
Sarah McPearson	sarah.mcpearson@justice.govt.nz		P5	N/A		

RITM0967531 – Add/New

Full name	Email address	Device	RC	License	SCCM group to add	License group to add
Ashlee-Ann Sneller	ashlee.sneller@justice.govt.nz	Out of scope	78365	P3	Out of scope	
Belinda Timu	belinda.timu@justice.govt.nz		20415	P3		
Ben Tossman	ben.tossman@justice.govt.nz		78350	P3		
Bridget MacFarlane	bridget.macfarlane@justice.govt.nz		78355	P3		
Chris Evans	chris.evans@justice.govt.nz		78350	P3		
Chris Williamson	chris.williamson@justice.govt.nz		84150	P3		
Holly Carrington	Holly.Carrington@justice.govt.nz		78321	P3		
Jarrod O'Brien	jarrod.obrien@justice.govt.nz		78340	P3		
Karryn McKenna	karryn.mckenna@justice.govt.nz		20330	P3		
Kaufou Faletau	kaufoou.faletau@justice.govt.nz		78350	P3		
Kristen Whittington	kristen.whittington@justice.govt.nz		78325	P3		
Maneesha Kumaransinghe	maneesha.cumaransinghe@justice.govt.nz		81000	P3		
Marie Shields	marie.shields@justice.govt.nz		19024	P3		
Mary-Anne Mayo	mary-anne.mayo@justice.govt.nz		78350	P3		
Naresh Kandpal	naresh.kandpal@justice.govt.nz		78350	P3		
Nicola Toh	nicola.toh@justice.govt.nz		81000	P3		
Rose Stevenson-Wright	Rose.Stevenson-Wright@justice.govt.nz		78320	P3		
Shane Scott	shane.scott@justice.govt.nz		84150	P3		
Shane Spencer	shane.spencer@justice.govt.nz		87350	P3		
Stephen Hunter	Stephen.Hunter@justice.govt.nz		78360	P3		

Tamaterangi Andrew	tamataterangi.andrew@justice.govt.nz	Out of scope	78321	P3	Out of scope
Verona D'Cruz	verona.dacruz@justice.govt.nz	Out of scope	78340	P3	
Veronika Falten	veronika.falten@justice.govt.nz		78340	P3	

Below are a list of users who already have a license or are waiting to inherit a license already (did not include in the above request).

Full name	Email address	Device	RC	License	Already licensed
Carrina Salud	carrina.salud@justice.govt.nz	Out of scope	78350	P3	Yes
Sara Bishop	sara.bishop@justice.govt.nz		78355	P3	Yes
Sarah Agnew	sarah.agnew@justice.govt.nz		78355	P3	Yes
Victoria Edwards	victoria.edwards@justice.govt.nz		78350	P3	Yes
Neysa Burns	neysa.burns@justice.govt.nz		78340	P3	Yes
Deborah Mills	Deborah.Mills@justice.govt.nz		78360	P3	Awaiting to inherit license

Please let me know how you wish to proceed with the additional 20 licenses/shortage of licenses?

Ngā mihi
Emily



Emily Edmanson [\(she/her\)](#)
Software & License Analyst | Corporate & Digital Services
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From: Want Lorraine <Lorraine.Want@justice.govt.nz>
Sent: Tuesday 6 September 2022 2:55 pm
To: Edmanson Emily <Emily.Edmanson@justice.govt.nz>
Subject: RE: P3 License and Memo

You re the best!

From: Edmanson Emily <Emily.Edmanson@justice.govt.nz>
Sent: Tuesday 6 September 2022 2:52 pm
To: Want Lorraine <Lorraine.Want@justice.govt.nz>
Subject: RE: P3 License and Memo

Hi Lorraine

Thank you for providing the updated list of licensed users and the memo.

Working through it now and will be in touch

Ngā mihi
Emily



Emily Edmanson [\(she/her\)](#)
Software & License Analyst | Corporate & Digital Services
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Mon Tues Wed Thur Fri
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From: Want Lorraine <Lorraine.Want@justice.govt.nz>
Sent: Friday 2 September 2022 9:08 am
To: Edmanson Emily <Emily.Edmanson@justice.govt.nz>
Subject: RE: P3 License and Memo

Good morning Emily

Please see attached the final list for license users. I have noted which users require action if you can please sort these out when you have time.

Also attached is the final memo.

I feel like this is now a drop the mic moment but it's probably a bit premature until licenses have been actioned

Please let me know if any changes need to be made to the memo.

Thanks heaps
Lorraine

From: Edmanson Emily <Emily.Edmanson@justice.govt.nz>
Sent: Wednesday 24 August 2022 11:54 am
To: Want Lorraine <Lorraine.Want@justice.govt.nz>
Subject: RE: P3 License and Memo

Hi Lorraine

You'll need to update the memo to reflect this so we can ensure the RC is being charged the correct amount. For example, if any one of the 60 P3 users have since been upgraded from P3 to P5, you would want to ensure they're being charged for the P3 not P5 price.

I've figured out the list and actions required for license assignments – please see below. Does this look right to you?

Shift P3 to P5:

1. Nei Brittain
2. Catherine Norton
3. Lynda Lett
4. Rhys Speirs
5. Lily P. Kering
6. Jason Burt
7. Kyle Collins

P Add/New:

1. Carrina Salud
2. Ashlee-Ann Sneller
3. Naresh Kandpal
4. Chris Evans
5. Kaufo'ou Faletau

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6. Ben Tossman
7. Mary-Anne Mayo
8. Bridget MacFarlane
9. Marie Shields
10. Veronika Palten
11. Verona D'Cruz
12. Jarrod O'Brien
13. Shane Scott
14. Chris Williamson

P5 remove:

1. Andries Poot
2. David Watson

This will even out the P5 license totals. Upgrading 7 users to P5 will release 7 P3's and will need to find another 7 to make a total of 14 licenses available.

As for the memo looks good to me except for the total P5 licenses. It references a total of 5 P5 licenses only however all 18 P5's will need to be accounted for. The initial 13 which were uplifted from P3 to P5 and then the additional 5 purchased outright. Below screenshots of the memo that went up to Andrew Kibblewhite. Can you please reflect this in the memo and then I'll get Einge to sign and approve

Screenshots from the memo below you can use for reference

Product/License	No. of new/additional licenses	Additional cost
Microsoft Project (P3)	60	s9(2)(b)(ii)
Microsoft Project (P5)	18	

10. **EPMO P3M Project:** s9(2)(b)(ii) to be recuperated

- EPMO is the Ministry's project management function for major projects. The purpose of the P3M project is to enhance project management capabilities (P3M: Portfolio, Programme, Project management) throughout the Ministry. Microsoft Project Online will be standardised as the default project management tool, rather than people using other workbooks or spreadsheets.
- To fulfil these requirements, an additional 60 Microsoft Project P3 licenses and 18 Project P5 licenses will be purchased. The total cost of s9(2)(b)(ii) is to be paid by EPMO RC 80210 for the full year of 01/08/2022 – 31/09/2023. From thereon, the cost will be charged to the individual user's RC. Currently waiting on the finalised list of individual RC's from Lorraine Want (PM), along with a memo on behalf of EPMO so this can be agreed and signed between EPMO and the Digital Office.

Ngā mihi
Emily



Emily Edmanson [\[photo\]](#)
Software & License Analyst | Corporate & Digital Services
Direct: s9(2)(a)
www.justice.govt.nz
Mon Tues Wed Thur Fri
🏠 ✓ ✓ ✓ ✓ 🏠

From: Want Lorraine <Lorraine.Want@justice.govt.nz>
Sent: Wednesday 24 August 2022 11:33 am
To: Edmanson Emily <Emily.Edmanson@justice.govt.nz>
Subject: RE: P3 License and Memo

Awesome thanks!

I think I could work it out – it was only a few that snuck in that should have been on our list. The problem is if we shift some P3s to P5s should they be on the memo?

From: Edmanson Emily <Emily.Edmanson@justice.govt.nz>
Sent: Wednesday 24 August 2022 11:17 am
To: Want Lorraine <Lorraine.Want@justice.govt.nz>
Subject: RE: P3 License and Memo

Hey Lorraine

There are no more outstanding Project license assignments. Travis Krautz & Heidi Myers inherited Jason & Larz licenses yesterday arvo.

To be honest I've also lost track. Let me try figure out where we are at and I'll come back to you

Ngā mihi
Emily



Emily Edmanson [\[photo\]](#)
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Direct: s9(2)(a)
www.justice.govt.nz
Mon Tues Wed Thur Fri
🏠 ✓ ✓ ✓ ✓ 🏠

From: Want Lorraine <Lorraine.Want@justice.govt.nz>
Sent: Monday 22 August 2022 12:05 pm
To: Edmanson Emily <Emily.Edmanson@justice.govt.nz>
Subject: RE: P3 License and Memo

Perfect thanks Em

I currently have 14 total licenses. 7 to upgrade from P3 to P5 and 2 to remove from P5 (that will put us at 18/18) and 5 can remove from P3

So could you need a couple more from EPMO to make it work have lost track as to who should be on the memo 😊

From: Edmanson Emily <Emily.Edmanson@justice.govt.nz>
Sent: Monday 22 August 2022 12:36 pm
To: Want Lorraine <Lorraine.Want@justice.govt.nz>
Subject: RE: P3 License and Memo

Hey Lorraine

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I've raised requests to have Larz and Jason's licenses removed. Currently being fulfilled now and should be completed today.

The outstanding license assignments (Travis Krautz & Heidi Myers) will be resolved as soon as the licenses are released.

Please let me know the outcome once EPMO have reviewed the latest list of users.

Ngā mihi
Emily



Emily Edmanson [\[she/her\]](#)
Software & License Analyst | Corporate & Digital Services
Directs9(2)(a)
www.justice.govt.nz

Mon Tues Wed Thur Fri
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From: Want Lorraine <Lorraine.Want@justice.govt.nz>
Sent: Friday 19 August 2022 9:29 am
To: Edmanson Emily <Emily.Edmanson@justice.govt.nz>
Subject: RE: P3 License and Memo

They haven't as yet but aiming to do that today
I checked with Larz and Jason M and they confirmed we can have their P3 licenses so we could use those ones for those urgent 2 but if it's too hard to do the one off then we can just wait until we have done the full list review and then do it all in on go - no problem at all

From: Edmanson Emily <Emily.Edmanson@justice.govt.nz>
Sent: Friday 19 August 2022 9:26 am
To: Want Lorraine <Lorraine.Want@justice.govt.nz>
Subject: RE: P3 License and Memo

Hi Lorraine

Have EPMO had a chance to look through the list yet? We will need to release licenses before adding anyone.

So far the only confirmed removals is to remove P5 licenses from Andries & David. However main concern is freeing up P3 licenses. I mean if there are some people on the list that shouldn't be then we can add their access back quite easily. Otherwise emails could be sent to each user to double-check to ensure they aren't using Project including Online tool?

Ngā mihi
Emily



Emily Edmanson [\[she/her\]](#)
Software & License Analyst | Corporate & Digital Services
Directs9(2)(a)
www.justice.govt.nz

Mon Tues Wed Thur Fri
🏠🟢🟢🟢🟢

From: Want Lorraine <Lorraine.Want@justice.govt.nz>
Sent: Friday 19 August 2022 8:51 am
To: Edmanson Emily <Emily.Edmanson@justice.govt.nz>
Subject: RE: P3 License and Memo

Morning Emily

Sorry to ask but is there any chance of an urgent license additions for Chris Williamson **Out of scope** and Shane Scott **Out of scope**?
We can use the licenses we have for Larz and Jason Monkhouse.

No stress if you can't do this.

Thanks
Lorraine

From: Edmanson Emily <Emily.Edmanson@justice.govt.nz>
Sent: Wednesday 17 August 2022 5:19 pm
To: Want Lorraine <Lorraine.Want@justice.govt.nz>
Subject: RE: P3 License and Memo

Hi Lorraine

Upon checking the portal today there are zero P3 licenses available.

	Project Plan 3	0	<div style="width: 100%; height: 10px; background-color: #0070c0;"></div> 194/194
	Project Plan 5	5	<div style="width: 27.8%; height: 10px; background-color: #0070c0;"></div> 13/18

I've run an updated report on Project users and have done some analysis on usage metrics - please see attached.

Users that have been identified having 'No Activity' or 'Last active 90+ days ago' I recommend we remove their license (total of 61 users). Is there any objection to this from you or EPMO? Please refer to both tabs P3 & P5.

I've included roles and department for reference.

Ngā mihi
Emily



Emily Edmanson [\[she/her\]](#)
Software & License Analyst | Corporate & Digital Services
Directs9(2)(a)
www.justice.govt.nz

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From: Want Lorraine <Lorraine.Want@justice.govt.nz>
Sent: Wednesday 17 August 2022 2 28 pm
To: Edmanson Emily <Emily.Edmanson@justice.govt.nz>
Subject: RE: P3 License and Memo

Hello again

Ok final final memo attached

New users to be added to P3

OSD	Carmina Salud	carmina.salud@justice.govt.nz	Out of scope	78350	P3	need license
OSD	Sara Bishop	sara.bishop@justice.govt.nz		78355	P3	need license
OSD	Sarah Agnew	sarah.agnew@justice.govt.nz		78355	P3	need license
OSD	Ashlee-Ann Sneller	ashlee.sneller@justice.govt.nz		78365	P3	need license
OSD	Victoria Edwards	victoria.edwards@justice.govt.nz		78350	P3	need license
OSD	Naresh Kandpal	naresh.kandpal@justice.govt.nz		78350	P3	need license
OSD	Chris Evans	chris.evans@justice.govt.nz		78350	P3	need license
OSD	Kafo'ou Faletau	kafo'ou.faletau@justice.govt.nz		78350	P3	need license
OSD	Ben Tossman	ben.tossman@justice.govt.nz		78350	P3	need license
OSD	Mary-Anne Mayo	mary-anne.mayo@justice.govt.nz		78350	P3	need license
OSD	Bridget MacFarlane	bridget.macfarlane@justice.govt.nz		78355	P3	need license
OSD	Marie Shields	marie.shields@justice.govt.nz		19024	P3	need license
OSD	Neysa Burns	neysa.burns@justice.govt.nz		78340	P3	need license
OSD	Veronika Palten	veronika.palten@justice.govt.nz		78340	P3	need license
OSD	Verona D'Cruz	verona.dacruz@justice.govt.nz		78340	P3	need license
OSD	Jarrrod O'Brien	jarrrod.obrien@justice.govt.nz		78340	P3	need license

Upgrades to P5

Digital	Neil Brittain	Neil.Brittain@justice.govt.nz	Out of scope	87350	P5	Shift P3 to P5
Digital	Catherine Norton	catherine.norton@justice.govt.nz		87350	P5	Shift P3 to P5
Digital	Lynda Poletti	Lynda.poletti@justice.govt.nz		87350	P5	Shift P3 to P5
Digital	Rhys Speirs	Rhys.Speirs@justice.govt.nz		87350	P5	Shift P3 to P5
Digital	Kelly Pickering	Kelly.Pickering@justice.govt.nz		87350	P5	Shift P3 to P5
Digital	Jason Burt	Jason.Burt@justice.govt.nz		87350	P5	Shift P3 to P5
Digital	Kyle Collins	Kyle.Collins@justice.govt.nz		87350	P5	Shift P3 to P5

New Totals

60 x P3
 19 x P5

No more licenses to be organised via yourself – users will now go through the usual ITSC process

Please let me know if you need anything further.
 Thanks as always!

From: Want Lorraine
Sent: Wednesday 17 August 2022 11 34 am
To: Edmanson Emily <Emily.Edmanson@justice.govt.nz>
Subject: P3 License and Memo

Hi Emily

As discussed please see attached the final memo for the P3 licenses for MS Project (which reflects the changes below).

Can you please arrange for the following changes to be made to licenses

Add a P3 license to the following new users:

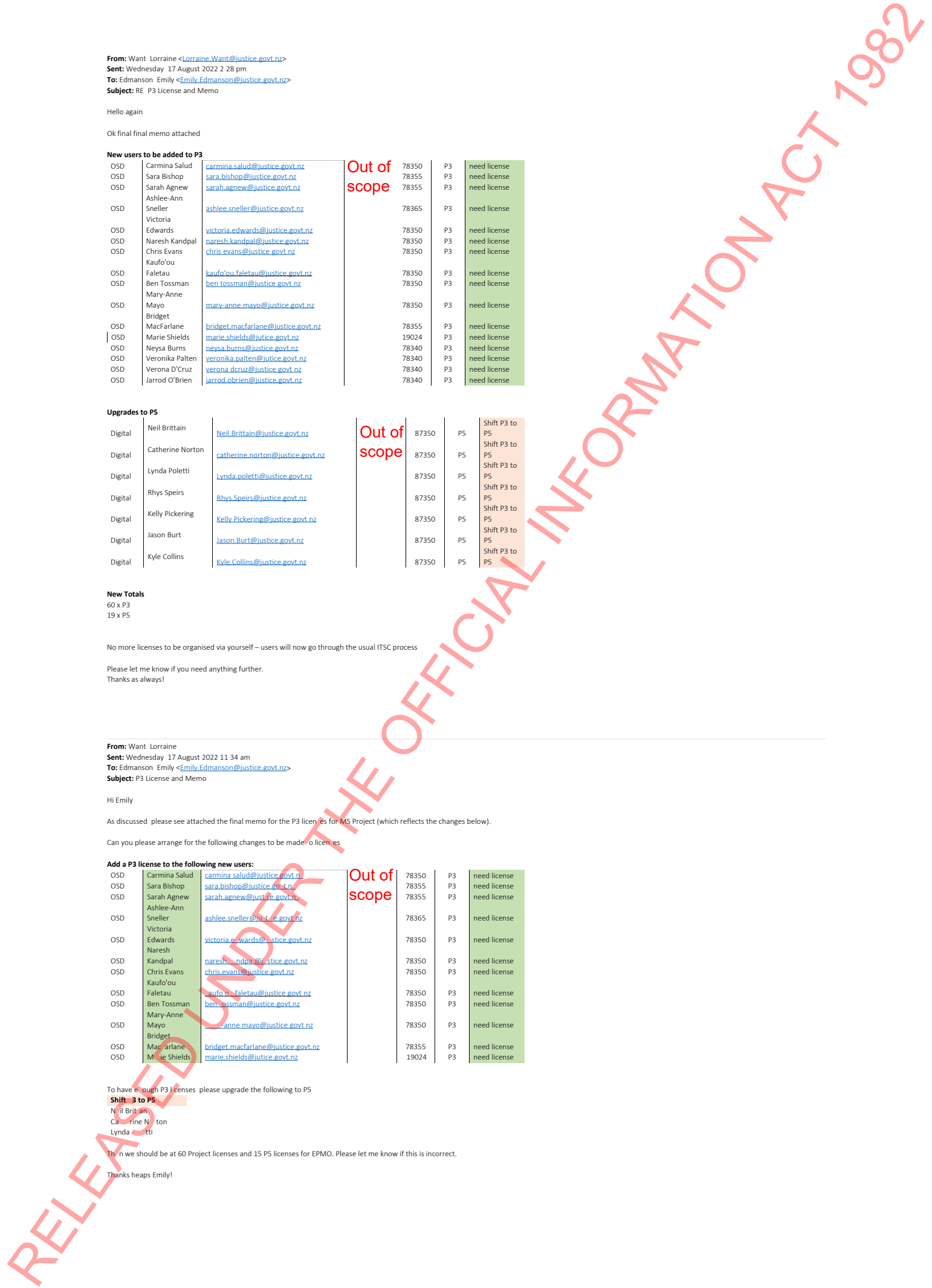
OSD	Carmina Salud	carmina.salud@justice.govt.nz	Out of scope	78350	P3	need license
OSD	Sara Bishop	sara.bishop@justice.govt.nz		78355	P3	need license
OSD	Sarah Agnew	sarah.agnew@justice.govt.nz		78355	P3	need license
OSD	Ashlee-Ann Sneller	ashlee.sneller@justice.govt.nz		78365	P3	need license
OSD	Victoria Edwards	victoria.edwards@justice.govt.nz		78350	P3	need license
OSD	Naresh Kandpal	naresh.kandpal@justice.govt.nz		78350	P3	need license
OSD	Chris Evans	chris.evans@justice.govt.nz		78350	P3	need license
OSD	Kafo'ou Faletau	kafo'ou.faletau@justice.govt.nz		78350	P3	need license
OSD	Ben Tossman	ben.tossman@justice.govt.nz		78350	P3	need license
OSD	Mary-Anne Mayo	mary-anne.mayo@justice.govt.nz		78350	P3	need license
OSD	Bridget MacFarlane	bridget.macfarlane@justice.govt.nz		78355	P3	need license
OSD	Marie Shields	marie.shields@justice.govt.nz		19024	P3	need license

To have enough P3 licenses please upgrade the following to P5

Shift P3 to P5
 Neil Brittain
 Catherine Norton
 Lynda Poletti

Then we should be at 60 Project licenses and 15 P5 licenses for EPMO. Please let me know if this is incorrect.

Thanks heaps Emily!





Lorraine Want
Project Manager
Information and Communications Technology
Ministry of Justice | Tāhū o te Ture
Ps9(2)(a)
lorraine.want@justice.govt.nz | justice.govt.nz

Mon	Tues	Wed	Thurs	Fri
✓	✓		✓	

✓ = Norma ly in the office; = Norma ly working remotely;

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Ministry of Justice

RITM: 983645

Location: National Office

This order No. is to be shown on all relevant packages, delivery notes, consignment notes and invoices

Purchase Order: MS AZURE

To:

Please supply the under-mentioned goods to:

Fujitsu NZ Limited
PO Box 3547
Wellington New Zealand

National Office - Justice Centre
Level 3, Justice Centre, 16 Kate Sheppard
Wellington 6011

Attn:

Vendor reference: QT136832

Deliver To: EMILY EDMANSON

Qty	Vendor Part	Item	Price	Amount
1	QT136832	01/09/2022 to 30/09/2022 Agreement:	s9(2)(b)(ii)	s9(2)(b)(ii)
			Sub Total: \$NZD	s9(2)(b)(ii)
			GST @ 15%	s9(2)(b)(ii)
			Total	s9(2)(b)(ii)

Attn: Microsoft Azure Consumption - September 2022

Financial Authority			Signature: <i>PP: LM Isa'ako</i>
RC	Item	Analysis	
87088	3620	36200	Financial Authority: Einge Rodriguez
CAPEX			Date: _____

Friday 07 October 2022

Page 1 of 1

Deliveries in accordance with this order will be taken as an acceptance of the terms hereon.

QUOTATION

Ministry of Justice

Level 3, Justice Centre 19 Aitkin Street
Wellington WGN 6011

Phone:

eMail: ITPROCUREMENT@justice.govt.nz

Account No: 103433

Attention: IT PROCUREMENT

Fujitsu New Zealand Limited

Quote #: QT136832

Date: 6/10/2022

Expiration: 20/10/2022

Renewal Contact: Rebecca Niebla

licensing@nz.fujitsu.com

Account Manager: Craig Nolte



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Microsoft Azure Consumption - September 2022

Sku	Description	Quantity	Maintenance Start Date	Maintenance End Date	Unit Cost	Extended Total
MS_Consumption	Microsoft Consumption	1	1 September 2022	30 September 2022	s9(2)(b)(ii)	s9(2)(b)(ii)
Comments: Coverage: 01/09/2022 to 30/09/2022 Agreement: 66494483					Total	s9(2)(b)(ii)
					GST 15.00%	s9(2)(b)(ii)
					Total (Incl GST)	s9(2)(b)(ii)

Terms and Conditions of this quote:

This quote is valid for 14 days unless notified otherwise. Prices are quoted in New Zealand Dollars. Prices do not include GST or freight. Should Fujitsu incur additional costs due to exchange fluctuations after the date of our price quotation, Fujitsu may alter our price accordingly. Unless otherwise agreed in writing between the parties, all products supplied by Fujitsu are provided in accordance with our Standard Terms and Conditions of Sale which are available upon request and are provided with the manufacturers' standard warranty unless otherwise specified. The Consumer Guarantees act 1993 will not apply to any goods or services acquired for business purposes. Fujitsu is required to comply with its obligations under NZ Privacy legislation. In the event that the software manufacturer requires any personal information about the Customer, Fujitsu will provide such information to the software manufacturer for the purposes of ensuring compliance with its licensing obligations.

Fujitsu New Zealand Limited

Head Office: Level 12, Fujitsu Tower, 141 The Terrace
PO Box 3547, Wellington
Phone: (64 4) 495 0700
Fax: (64 4) 495 0722



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From: [ITPROCUREMENT](#)
To: licensing@nz.fujitsu.com
Cc: [Edmanson, Emily](#); [Monkhouse, Jason](#); [Ranjit, Shivani](#)
Subject: APPROVED - RITM0983645
Date: Friday, 7 October 2022 8:03:00 am
Attachments: [RITM0983645.pdf](#)

Ni sa bula vinaka

Please find attached approved purchase order to proceed with the additional 20x P3 licenses
For billing purposes, please ensure both **RITM0983645** & **M87088** are clearly visible on the invoice.

Vinaka vakalevu



Larz Isa'ako

IT Procurement | Supply & Operations

Chief Digital Office

Ministry of Justice | Tāhū o te Ture

P +64 4 918 8776 | Ext 58776 |

Justice Building | 19 Aitken Street

DX Box SX10088 | Wellington

larz.isaako@justice.govt.nz | justice.govt.nz

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From: [ITPROCUREMENT](#)
To: [Edmanson, Emily](#); [Ranjit, Shivani](#); [Monkhouse, Jason](#)
Subject: RE: Microsoft Azure Consumption September 2022 - QT136832
Date: Thursday, 6 October 2022 3:11:00 pm

Raised now under: REQ0940693 / RITM0983645

From: ITPROCUREMENT
Sent: Thursday, 6 October 2022 3:07 pm
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; Ranjit, Shivani <Shivani.Ranjit@justice.govt.nz>; Monkhouse, Jason <Jason.Monkhouse@justice.govt.nz>
Subject: FW: Microsoft Azure Consumption September 2022 - QT136832

Hi Team
A heads up for this. I'll be raising the request now for this to get this through the system.
Cheers
Larz

From: licensing@fujitsu.com <licensing@fujitsu.com>
Sent: Thursday, 6 October 2022 3:04 pm
To: ITPROCUREMENT <ITPROCUREMENT@justice.govt.nz>; Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Cc: craig.nolte@fujitsu.com; licensing@fujitsu.com; licensing.nz@fujitsu.com
Subject: Microsoft Azure Consumption September 2022 - QT136832

Hi Emily,

Please find attached a quote for Microsoft Azure Consumption for the period of 01/09/2020 to 30/09/2022 that Ministry of Justice had consumed and Microsoft had already invoiced.

Kindly provide your purchase order to cover this Azure consumption.

If you have any questions or require further assistance regarding the attached quote, please do not hesitate to contact the Fujitsu Software Licensing Team at licensing@fujitsu.com.

Kind regards,
Rebecca

Fujitsu Licensing Team
T +64 4 495 0700 | E licensing@fujitsu.com | W nz.fujitsu.com

From: licensing@fujitsu.com
To: licensing@fujitsu.com
Date: Wednesday, 12 October 2022 3:24:29 pm
Attachments: [Request Item RITM0983645](#)

Not sure why Service Desk is contacting you either ...

Please provide feedback on Friday last week - as attached. Please disregard the typo asking for 20x P3 licenses, purchase order is clearly for Azure Consumption.

Ngā mihi,
Emily



Emily Edmondson
Software & License Analyst | Corporate & Digital Services
01-909-9099
emily.edmondson@justice.govt.nz



From: licensing@fujitsu.com | censng@fujitsu.com
Sent: Wednesday, 12 October 2022 11:38 am
To: vicdesk@justice.govt.nz
Cc: Edmondson, Emily | emily.edmondson@justice.govt.nz
Subject: RE: Request Item RITM0983645 has comments added

Hi Monish,

Not sure why you are requesting an update for the attached as this is MOJ's Azure consumption for September 2022.

We are waiting for a PO from MOJ for this consumption.

Thank you.

Regards,
Rebecca

From: Service Desk, Justice | vicdesk@justice.govt.nz
Sent: Wednesday, 12 October 2022 11:30 am
To: licensing@fujitsu.com | emily.edmondson@justice.govt.nz
Subject: FW: Request Item RITM0983645 has comments added

Hi Team,

Morning

Just wanted to check if we got an update on this request.

Regards,

Monish Mohan
Service Desk Analyst

Fujitsu New Zealand Limited
Level 2, 6 Sale Street, Freemans Bay, Auckland 1010
Monish.Mohan@fujitsu.com
fujitsu.com



From: IT Service Desk | it-service@fujitsu.com
Sent: Friday, 7 October 2022 8:05 am
To: Service Desk, Justice | vicdesk@fujitsu.com
Subject: Request Item RITM0983645 has comments added



[Click here to view Request Item: RITM0983645](#)

[Click here to view Request: REQ09_0693](#)

Item	Company
Install Software Request	NZ Ministry of Justice

Short Description:
Use this form to request the purchase and installation of one-off computer software and/or the purchase of a software licence

Summary of Request Item:
RITM0983645 - 1 x Install Software Request

Options:

Requested for = Emily Edmondson
Requestor First Name = Emily
Requestor Last Name = Edmondson
Requestor Email = emily.edmondson@justice.govt.nz
Requestor Contact No = [09099099](tel:09099099) (personal)
Requestor Employee Number = 444402
Requestor Location = National Office - Justice Centre
Contact Type = Self-service
Business Unit = Digital
User's RC or project Code (Note this must be a valid RC code) = 87088
Enter MOJ Asset Number(s) (2)(b)(ii) =
Is this request for a person fulfilling an existing role (replacing another person) = No
Please select software item(s) = Other - Not listed above
Enter the software details here = Microsoft Azure Overage (September) 2022
Please provide any additional information in relation to your request: = Microsoft Azure Overage monthly billing for 01/09/2022 to 30/09/2022. MS EAS Agreement: 66 9 83.

2022-10-07 08:03:40 NZ - Larz Isa'ako | Additional comments
Group approval for MOJ_PROCUREMENT_APPROVAL approved by user Larz Isa'ako (Procurement Approva)

2022-10-07 08:03:39 NZ - Larz Isa'ako | Work notes
PO RAISED AND SENT TO FUJITSU LICENSING

2022-10-06 15:42:31 NZ - Einge Rodriguez | Work notes
reply from: Einge.Rodriguez@justice.govt.nz

Approval Comments:

Ref:MSG163567711

Sent from my iPhone

This is an automated message, please do not reply to this message

Ref:MSG163613825

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Ministry of Justice

RITM: 990424

Location: National Office

This order No. is to be shown on all relevant packages, delivery notes, consignment notes and invoices

Purchase Order: Software

To:

Please supply the under-mentioned goods to:

Fujitsu NZ Limited
PO Box 3547
Wellington New Zealand
Attn:
Vendor reference: QT136807-v2

National Office - Justice Centre
Level 3, Justice Centre, 16 Kate Sheppard
Wellington 6011
Deliver To: Emily Edmanson

Qty	Vendor Part	Item	Price	Amount
3	DDW-00003	D365 Customer Service Sub Per User	s9(2)(b)(ii)	s9(2)(b)(ii)
			Sub Total: \$NZD	s9(2)(b)(ii)
			GST @ 15%	s9(2)(b)(ii)
			Total	s9(2)(b)(ii)

Attn: 3x Microsoft Dynamics 365 Customer Service Enterprise licenses, 01/11/2022-30/09/2023 (Te Arawhiti)

Financial Authority		
RC	Item	Analysis
1214	3620	
CAPEX		

Signature:	<i>PP: Emily Edmanson</i>
Financial Authority:	Jo Taite
Date:	31/10/2022

QUOTATION

Ministry of Justice

Level 3, Justice Centre 19 Aitkin Street
Wellington WGN 6011

Phone:

eMail: ITPROCUREMENT@justice.govt.nz

Account No: 103433

Attention: IT PROCUREMENT

Fujitsu New Zealand Limited

Quote #: QT136807

Date: 20/10/2022

Expiration: 31/10/2022

Renewal Contact: Craig Nolte

licensing@nz.fujitsu.com

Account Manager: Craig Nolte



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Microsoft D365 Customer Service Sub Per User

SKU	Description	Quantity	Maintenance Start Date	Maintenance End Date	Unit Cost	Extended Total
DDW-00003	Dyn365 Customer Service D365 Customer Service Sub Per User	3	1 November 2022	30 September 2023	s9(2)(b)(ii)	s9(2)(b)(ii)

Comments:

Total	s9(2)(b)(ii)
GST 15.00%	s9(2)(b)(ii)
Total (Incl GST)	s9(2)(b)(ii)

Terms and Conditions of this quote:

This quote is valid for 14 days unless notified otherwise. Prices are quoted in New Zealand Dollars. Prices do not include GST or freight. Should Fujitsu incur additional costs due to exchange fluctuations after the date of our price quotation, Fujitsu may alter our price accordingly. Unless otherwise agreed in writing between the parties, all products supplied by Fujitsu are provided in accordance with our Standard Terms and Conditions of Sale which are available upon request and are provided with the manufacturers' standard warranty unless otherwise specified. The Consumer Guarantees act 1993 will not apply to any goods or services acquired for business purposes. Fujitsu is required to comply with its obligations under NZ Privacy legislation. In the event that the software manufacturer requires any personal information about the Customer, Fujitsu will provide such information to the software manufacturer for the purposes of ensuring compliance with its licensing obligations.

Fujitsu New Zealand Limited

Head Office: Level 12, Fujitsu Tower, 141 The Terrace
PO Box 3547, Wellington
Phone: (64 4) 495 0700
Fax: (64 4) 495 0722



shaping tomorrow with you

From: Rebecca.Niebla@fujitsu.com
To: [Edmanson_Emily; ITPROCUREMENT](mailto:Edmanson_Emily@ITPROCUREMENT.com); craig.nolte@fujitsu.com; prasanka@fujitsu.com
Subject: RE: APPROVED - RITM: 0990424 - 3x Dynamics 365 Licenses (EAS)
Date: Wednesday, 2 November 2022 1 04:10 pm
Attachments: [image013.png](#)

Hi Emily,

Thanks for letting us know.

[@Thewarapperuma_Prasanka](#) – over to you please. Thank you.

Regards,

Rebecca Niebla
Senior Licensing Operations Specialist

Fujitsu New Zealand Limited
Level 12, Fujitsu Tower, 141 The Terrace, Wellington, New Zealand 6011
Ms9(2)(a)
rebecca.niebla@fujitsu.com



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From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Wednesday, 2 November 2022 12:59 pm
To: Niebla, Rebecca <Rebecca.Niebla@fujitsu.com>; ITPROCUREMENT@justice.govt.nz; Nolte, Craig <craig.nolte@fujitsu.com>; Thewarapperuma, Prasanka <prasanka@fujitsu.com>
Subject: RE: APPROVED - RITM: 0990424 - 3x Dynamics 365 Licenses (EAS)

Hi team,

I can see the licenses have come through under EAS. Please cancel the auto-renewal if you haven't already.

Ngā Manaakitanga,
Emily



Emily Edmanson ([she/her](#))
Software & License Analyst | Digital Office - Foundation Services
Corporate & Digital Services
Direct **Ms9(2)(a)**
L4 National Office | 19 Aikhen Street
www.justice.govt.nz
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From: Rebecca.Niebla@fujitsu.com <Rebecca.Niebla@fujitsu.com>
Sent: Monday, 31 October 2022 3:26 pm
To: ITPROCUREMENT@justice.govt.nz; craig.nolte@fujitsu.com; prasanka@fujitsu.com
Cc: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Subject: RE: APPROVED - RITM: 0990424 - 3x Dynamics 365 Licenses (EAS)

Hi Emily,

Thanks for your PO.

[@Nolte_Craig](#) Please advise [@Thewarapperuma_Prasanka](#) once the licenses are available to their portal so he can suspend these subscriptions.

Thank you.

Regards,

Rebecca Niebla
Senior Licensing Operations Specialist

Fujitsu New Zealand Limited
Level 12, Fujitsu Tower, 141 The Terrace, Wellington, New Zealand 6011
Ms9(2)(a)
rebecca.niebla@fujitsu.com



Please consider the environment before printing this email

From: ITPROCUREMENT@justice.govt.nz

Sent: Monday, 31 October 2022 3 05 pm
To: Nolte, Craig <craig.nolte@fujitsu.com>; Niebla, Rebecca <Rebecca.Niebla@fujitsu.com>; Thewarapperuma, Prasanka <prasanka@fujitsu.com>
Cc: ITPROCUREMENT <ITPROCUREMENT@justice.govt.nz>; Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Subject: APPROVED - RITM: 0990424 - 3x Dynamics 365 Licenses (EAS)
Importance: High

Kia ora Craig & Rebecca,

Hope you're both keeping well.

Please find attached purchase order to add 3x Dyn365 licenses to our EAS.

[@Rebecca.Niebla@fujitsu.com](mailto:Rebecca.Niebla@fujitsu.com) please go ahead and cancel the auto-renewal of the 6x Dyn365 licenses under CSP so we're not doubling up.

Ngā Manaakitanga,
Emily



Emily Edmanson ([she/her](#))
Software & License Analyst | Digital Office - Foundation Services
Corporate & Digital Services
Direct **s9(2)(a)**
L4 National Office | 19 Aitken Street
www.justice.govt.nz
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From: craig.nolte@fujitsu.com <craig.nolte@fujitsu.com>
Sent: Friday, 21 October 2022 10:32 am
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; Rebecca.Niebla@fujitsu.com; prasanka@fujitsu.com
Subject: RE: Dynamics 365 Licenses

Morena Emily,

I hope that you are keeping well. I have refreshed the expiration date on the attached quote. Pricing still remains the same until end of October .

Kind regards
Craig

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Tuesday, 18 October 2022 5:58 pm
To: Niebla, Rebecca <Rebecca.Niebla@fujitsu.com>; Nolte, Craig <craig.nolte@fujitsu.com>; Thewarapperuma, Prasanka <prasanka@fujitsu.com>
Subject: RE: Dynamics 365 Licenses

Hi Rebecca,

Sweet, sounds good. I've raised RITM0990424 and is going through approvals.

I'll provide PO once approvals are received and advise to cancel the auto-renewal of CSP licenses.

Ngā mihi,
Emily



Emily Edmanson ([she/her](#))
Software & License Analyst | Corporate & Digital Services
Direct **s9(2)(a)**
www.justice.govt.nz
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From: Rebecca.Niebla@fujitsu.com <Rebecca.Niebla@fujitsu.com>
Sent: Tuesday, 18 October 2022 3:26 pm
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; craig.nolte@fujitsu.com; prasanka@fujitsu.com
Subject: RE: Dynamics 365 Licenses

Hi Emily,

I hope you are feeling better now.

I believe the next window for us to drop these licenses will be on the 11th of November 2022.

We can order the replacement licenses through Enterprise channel anytime. Once the licenses are available in your portal, we can start the cancellation and the renewal will auto-off on November 11, 2022.

I hope this makes sense.

[@Thewarapperuma_Prasanka](#) Can you check for me if the date mentioned above is correct, please?

Thank you.

Regards,

Rebecca Niebla
Senior Licensing Operations Specialist

Fujitsu New Zealand Limited
Level 12, Fujitsu Tower, 141 The Terrace, Wellington, New Zealand 6011
Ms9(2)(a)
rebecca.niebla@fujitsu.com



Please consider the environment before printing this email

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Tuesday, 18 October 2022 2:18 pm
To: Niebla, Rebecca <Rebecca.Niebla@fujitsu.com>; Nolte, Craig <craig.nolte@fujitsu.com>
Subject: RE: Dynamics 365 Licenses

Hi team,

Apologies for the delay on my end. Was off work with a nasty flu that lasted a lot longer than expected.

[@Rebecca.Niebla@fujitsu.com](mailto:Rebecca.Niebla@fujitsu.com) when can we drop the CSP licenses? I'll raise a request on my end to drop the 6 licenses from CSP and add another 3 to EAS.

Ngā mihi,
Emily



Emily Edmanson (she/her)
Software & License Analyst | Corporate & Digital Services
Direct [Ms9\(2\)\(a\)](mailto:Ms9(2)(a)@justice.govt.nz)
www.justice.govt.nz

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From: Rebecca.Niebla@fujitsu.com <Rebecca.Niebla@fujitsu.com>
Sent: Monday, 10 October 2022 12:14 pm
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; craig.nolte@fujitsu.com
Subject: FW: Dynamics 365 Licenses
Importance: High

Hi Emily,

I hope you had a great weekend.

I am following up with you to check if you want to drop these licenses before October 11?

Thank you.

Regards,

Rebecca Niebla
Senior Licensing Operations Specialist

Fujitsu New Zealand Limited
Level 12, Fujitsu Tower, 141 The Terrace, Wellington, New Zealand 6011
Ms9(2)(a)
rebecca.niebla@fujitsu.com



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From: Nolte, Craig <craig.nolte@fujitsu.com>
Sent: Thursday, 6 October 2022 10:33 am
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; Niebla, Rebecca <Rebecca.Niebla@fujitsu.com>
Subject: RE: Dynamics 365 Licenses

Hi Emily,

I hope that you are keeping well. Apologies for my tardiness. I have refreshed the quote accordingly.

Kind regards
Craig

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Wednesday, 5 October 2022 3:13 pm
To: Nolte, Craig <craig.nolte@fujitsu.com>; Niebla, Rebecca <Rebecca.Niebla@fujitsu.com>
Subject: RE: Dynamics 365 Licenses

Hi Craig,

Thank you for looking into this quickly.

We need only 3 please. So dropping all 6 from CSP and adding 3 to EAS

Ngā mihi,
Emily



Emily Edmanson (she/her)
Software & License Analyst | Corporate & Digital Services
Direct **s9(2)(a)**
www.justice.govt.nz

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From: craig.nolte@fujitsu.com <craig.nolte@fujitsu.com>
Sent: Wednesday, 5 October 2022 11:40 am
To: Rebecca.Niebla@fujitsu.com; Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Subject: RE: Dynamics 365 Licenses

Hi Emily,

I hope that you are keeping well. Would you be kind enough to review the attached quote for moving the Dynamics to EAS. Thank you.

Kind regards
Craig

From: Niebla, Rebecca <Rebecca.Niebla@fujitsu.com>
Sent: Tuesday, 4 October 2022 6:05 pm
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; Nolte, Craig <craig.nolte@fujitsu.com>
Subject: RE: Dynamics 365 Licenses

Hi Emily,

Thanks for your email.

Sure! We can do this for you, but not until October 11, 2022. As you know, we provisioned these licenses through New Commerce Experience. With NCE, license reduction is only allowed within 7 days of purchasing new licenses on the subscription.

The license will auto-renew on Tuesday, October 11, 2022. I can auto-cancel the renewal once transitioned to EA channel.



6 Licenses

Auto renews on 10/11/2022

@Nolte Craig I'll wait for your confirmation.

Thank you.

Regards,
Rebecca Niebla
Senior Licensing Operations Specialist

Fujitsu New Zealand Limited
Level 12, Fujitsu Tower, 141 The Terrace, Wellington, New Zealand 6011
Ms9(2)(a)
rebecca.niebla@fujitsu.com



Please consider the environment before printing this email

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Tuesday, 4 October 2022 5:50 pm
To: craig.nolte@nz.fujitsu.com; Niebla, Rebecca <Rebecca.Niebla@fujitsu.com>
Cc: ITPROCUREMENT <ITPROCUREMENT@justice.govt.nz>
Subject: Dynamics 365 Licenses

Hi Rebecca & Craig,

Reaching out to you both with regards to the 6x Dyn365 licenses we have under CSP.

We want to drop the 6 from CSP asap and add 3x Dyn365 licenses to normal EAS.

[@craig.nolte@nz.fujitsu.com](mailto:craig.nolte@nz.fujitsu.com) can you please provide a quote for 3x Dyn365 licenses?

[@Rebecca.Niebla@fujitsu.com](mailto:Rebecca.Niebla@fujitsu.com) I want to ensure the timing and transition of these licenses all works out so there is no impact to users.

Please advise how we complete this transition smoothly

Ngā mihi,
Emily



Emily Edmanson [\(she/her\)](#)
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From: [Dias_Carla](#)
To: [Edmanson_Emyl](#); [Taite_Jo](#)
Subject: RE: License query
Date: Monday, 31 October 2022 2 58:41 pm
Attachments: [image001.png](#)
[image003.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[image010.png](#)
[image011.png](#)
[image012.png](#)

Much appreciated

Ngā mihi,
Carla

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Monday, 31 October 2022 2:54 pm
To: Taite, Jo <Jo.Taite@tearawhiti.govt.nz>; Dias, Carla <Carla.Dias@tearawhiti.govt.nz>
Subject: RE: License query

Tau kē, thank you Jo!

[@Dias_Carla](#) I'll get this all finalised.

From: Taite, Jo <Jo.Taite@tearawhiti.govt.nz>
Sent: Monday, 31 October 2022 1:59 pm
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Cc: Dias, Carla <Carla.Dias@tearawhiti.govt.nz>
Subject: RE: License query

Ka pai, thank you. I have approved.



Jo Taite (she/her/ia)
DIRECTOR TAKUTAI MOANA
s9(2)(a) DOI:
web: tearawhiti.govt.nz

The Office for Māori Crown Relations – Te Arawhiti
Level 3, Justice Centre, 19 Aitken Street, SX10111, Wellington 6011

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Monday, 31 October 2022 1:55 pm
To: Taite, Jo <Jo.Taite@tearawhiti.govt.nz>
Cc: Dias, Carla <Carla.Dias@tearawhiti.govt.nz>
Subject: RE: License query

Kia ora Jo,

RITM0990424 is now with you for approval.

Ngā Manaakitanga,
Emily



Emily Edmanson (she/her)
Software & License Analyst | Digital Office - Foundation Services
Corporate & Digital Services
Direct s9(2)(a)
L4 National Office | 19 Aitken Street
www.justice.govt.nz

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From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Monday, 31 October 2022 1:42 pm
To: ICTAdmin <ICTAdmin@justice.govt.nz>; Dias, Carla <Carla.Dias@tearawhiti.govt.nz>; Kahu, Hui <Hui.Kahu@tearawhiti.govt.nz>
Cc: Segal, Moira <Moira.Segal@tearawhiti.govt.nz>; Taite, Jo <Jo.Taite@tearawhiti.govt.nz>

Subject: RE: License query

Kia ora ICTAdmin,

Can you please redirect the financial approval from Hui Kahu to Jo Taite for RITM0990424?

Jo holds the correct DFA and is more appropriate to be approved by Jo rather than Hui.

Appreciate your assistance in advance.

[@Dias, Carla @Kahu, Hui](#) thank you both for clarifying.

Ngā Manaakitanga,
Emily



Emily Edmanson ([she/her](#))
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A row of five icons: a blue house icon, a green checkmark, a green checkmark, a blue house icon, and a green checkmark.

From: Dias, Carla <Carla.Dias@tearawhiti.govt.nz>
Sent: Monday, 31 October 2022 11:33 am
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; Kahu, Hui <Hui.Kahu@tearawhiti.govt.nz>; Taite, Jo <Jo.Taite@tearawhiti.govt.nz>
Cc: Segal, Moira <Moira.Segal@tearawhiti.govt.nz>
Subject: RE: License query

Kia ora Emily,

The correct approver is Jo Taite, copied on this email. Can you please request for the ticket to be redirected to her?

[@Taite Jo](#) all costs are within the implementation and ongoing support SOWs.

Ngā mihi,
Carla

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Monday, 31 October 2022 10:32 am
To: Kahu, Hui <Hui.Kahu@tearawhiti.govt.nz>; Dias, Carla <Carla.Dias@tearawhiti.govt.nz>
Cc: Segal, Moira <Moira.Segal@tearawhiti.govt.nz>
Subject: RE: License query

Kia ora Hui,

Thank you for your response.

Who is the correct financial approver for RC 01214? My understanding was that these licenses are to be paid from the project rather than Te Arawhiti. [@Dias, Carla](#) can you please advise?

Carla has a copy of the signed SoW to extend the additional licenses for a full year to accommodate the DXC staff.

Ngā Manaakitanga,
Emily



Emily Edmanson ([she/her](#))
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A row of five icons: a blue house icon, a green checkmark, a green checkmark, a blue house icon, and a green checkmark.

From: Kahu, Hui <Hui.Kahu@tearawhiti.govt.nz>
Sent: Monday, 31 October 2022 10:28 am
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; Dias, Carla <Carla.Dias@tearawhiti.govt.nz>
Cc: Segal, Moira <Moira.Segal@tearawhiti.govt.nz>
Subject: RE: License query

Kia ora Emily,

I'm not aware of this request, sorry. I've received these requests in the past, but I really shouldn't be the approving manager, it should be Carla's one up, or it should be directed to Moira Segal (Office Manager) or Alvina Robati (Manager, Executive Support).

I've copied Moira into this email.

Ngā mihi,

Hui



Hui Kahu
DIRECTOR, CORPORATE SERVICES
DEPUTY CHIEF EXECUTIVE, ORGANISATIONAL SERVICES (ACTING)

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Monday, 31 October 2022 10:09 am
To: Dias, Carla <Carla.Dias@tearawhiti.govt.nz>; Kahu, Hui <Hui.Kahu@tearawhiti.govt.nz>
Subject: RE: License query

Kia ora Hui,

Trust this email finds you well.

Courtesy email to follow-up on RITM0990424 which is assigned to you for approval.

Can you please approve this request at your earliest convenience? This is not an additional cost but more-so cleaning up the licenses and aligning 3 of the licenses to the EA agreement along with the others, which also works out cheaper.

@Dias, Carla FYI, I've not been able to complete this as yet as I need the RC approval before doing so.

Ngā Manaakitanga,
Emily



Emily Edmanson [\(she/her\)](#)
Software & License Analyst | Digital Office - Foundation Services
Corporate & Digital Services
Director **S9(2)(a)**
L4 National Office | 19 Aitken Street
www.justice.govt.nz
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From: Dias, Carla <Carla.Dias@tearawhiti.govt.nz>
Sent: Tuesday, 4 October 2022 10:10 pm
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Subject: Re: License query

Sounds like a plan Emily. Thank you so much

On 4/10/2022, at 4:43 PM, Edmanson, Emily <Emily.Edmanson@justice.govt.nz> wrote:

Thank you Carla,

Sweet, definitely keeping 3 of the 6. So the total license count for Dyn365 between 01/10/2022 – 30/09/2023 is 38 licenses.

How do you feel about me dropping all 6 CSP licenses and adding 3 licenses to our EA agreement until 30/09/2023? It works out a whole lot cheaper and removes the need to code/process monthly invoices.

Ngā mihi,
Emily



Emily Edmanson ([she/her](#))
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From: Dias, Carla <Carla.Dias@tearawhiti.govt.nz>
Sent: Tuesday, 4 October 2022 4:34 pm
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Subject: RE: License query

Kia ora Emily,

Attached is the updated list. Thanks heaps

Ngā mihi,
Carla

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Tuesday, 4 October 2022 4:10 pm
To: Dias, Carla <Carla.Dias@tearawhiti.govt.nz>
Subject: RE: License query

Hi Carla,

Please see attached latest export of current licensed Dyn365 users.

Can you please go through the list to confirm;

1. Who keeps a license and who should be removed? I'll check if those that need to be removed are still waiting for the license to go back into the pool.
2. Which users are DXC?
3. Note, there are 40 licensed users. 1 available. Once I know the status of each user, I can confirm what our license totals will be.

Ngā mihi,
Emily



Emily Edmanson ([she/her](#))
Software & License Analyst | Corporate & Digital Services
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From: Dias, Carla <Carla.Dias@tearawhiti.govt.nz>
Sent: Friday, 23 September 2022 9:25 am
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Subject: Re: License query

Kia ora Emily

And thank you so much for your reply.

I will keep 3 of the 6 licenses to be used by the ongoing support team at DXC (SOW signed off for 1 year)

- Alpa Naik - keep
 - Andrew Myers - reassign to Gareth Hall
 - Patricia Andrade - reassign to Cheng Ho
- PS: both Gareth and Cheng now have MOJ accounts

The following to be cut of from 1st October:

- Siona Tulia
- Lalitha Manchiraju
- Jiri Haus
- Khan Hoang

Does it make sense?

Ngā mihi,
Carla

On 23/09/2022, at 9:08 AM, Edmanson, Emily <Emily.Edmanson@justice.govt.nz> wrote:

Kia ora Carla,

Apologies for the delayed response as I was on unplanned leave.

To recap where things are at, we currently have 41 D365 licenses in total. 35 under our normal Microsoft EA subscription licenses and the 6 that were purchased under CSP (monthly billing).

Correct me if I'm wrong but you want the 6 CSP licenses dropped come the 1st Oct, is that correct? Then we will be back to the 35 licenses.

The 35 have been locked in for a whole year until 30/09/2023. Good question about the journal of costs – this will be sorted from the Digital Office ☺ we will recover the cost from RC 75010.

Please see below total list of licensed users. As you've mentioned, please reach out to Shannan directly to remove/reallocate licenses.

1. Alex.Holes@tearawhiti.govt.nz
2. Alexander.Purvis@tearawhiti.govt.nz
3. Alisdair.Neate@tearawhiti.govt.nz
4. Alpa.Naik@justice.govt.nz
5. Andrew.Myers@justice.govt.nz
6. Anna.Galvin@tearawhiti.govt.nz
7. Ashley.Gould@tearawhiti.govt.nz
8. Benjamin.Kingsbury@tearawhiti.govt.nz
9. Bethany.Paterson@tearawhiti.govt.nz
10. Carla.Dias@tearawhiti.govt.nz
11. Charles.Olson@tearawhiti.govt.nz
12. Conor.Burr@tearawhiti.govt.nz
13. David.Rostill@tearawhiti.govt.nz
14. Diana.Averina-Lugova@tearawhiti.govt.nz
15. Frances.Dagg@tearawhiti.govt.nz
16. Hanlie.Booyesen@tearawhiti.govt.nz
17. Harry.Waaka@tearawhiti.govt.nz
18. Jenna.Faith.Allan@tearawhiti.govt.nz
19. Jerren.Tweedie@tearawhiti.govt.nz
20. Jiri.Hanus@justice.govt.nz
21. Jo.Badham@tearawhiti.govt.nz
22. Jo.Taite@tearawhiti.govt.nz
23. Joey.Arthur-Roche@tearawhiti.govt.nz
24. Kate.Geange@tearawhiti.govt.nz
25. Khánh.Hoang@justice.govt.nz
26. Lalitha.Manjiraju@justice.govt.nz
27. Leila.Vae'au@tearawhiti.govt.nz
28. Lydla.Whiting@tearawhiti.govt.nz
29. Megan.Anderson@justice.govt.nz
30. Monique.Holmes@tearawhiti.govt.nz
31. Nick.Fellows@tearawhiti.govt.nz
32. Oliver.Skinner@tearawhiti.govt.nz
33. Olivia.Cocking@tearawhiti.govt.nz
34. Olivia.VanAsperen@tearawhiti.govt.nz
35. Richard.Jennings@tearawhiti.govt.nz
36. Sarah.King@tearawhiti.govt.nz
37. Siona.Tulia@justice.govt.nz
38. Sophie.Warhurst@tearawhiti.govt.nz
39. Tessa.Buchanan@tearawhiti.govt.nz
40. Thomas.Rawcliffe@tearawhiti.govt.nz
41. Tim.Fieldes@tearawhiti.govt.nz

Please let me know about the 6 CSP licenses so I can ensure they're switched off.

Ngā mihi,
Emily



Emily Edmanson (she/her)
Software & License Analyst | Corporate & Digital Services
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From: Dias, Carla <Carla.Dias@tearawhiti.govt.nz>
Sent: Tuesday, 20 September 2022 11:39 am
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Subject: FW: License query

Kia ora Emily,

Just checking if you managed to have a look at this email I sent you last week

Ngā mihi,
Carla

From: Dias, Carla
Sent: Wednesday, 14 September 2022 3:06 pm
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Subject: License query

Kia ora lovely Emily,

Hope you are having a good week so far.

Just wanted to double check with you a couple of things:

1. We have 35 allocated D365 licenses for our team, and also have the following people currently with MS licenses:
 1. Siona Tulia – has left MoJ last Friday
 2. Patricia Andrade – DXC Consultant
 3. Jiri Hanus – DXC Consultant
 4. Alpa Naik – DXC ConsultantCan you please let me know when the 4 above expire? If they are on an annual basis I will liaise with Shannan to reallocate them to the new people we need to.
2. I would imagine that the **s9(2)(b)(i)** for the 35 licenses has been already paid for, should I be doing the journal or will this sit with someone else? I am happy to do it as I need to journal a few other things this month

Thank you so much in advance.

Ngā mihi,
Carla



Carla Dias (she/her)
DATA AND INFORMATION ANALYST
TE KĀHUI TAKUTAI MOANA
DDI 04 978 7005 | Mob **s9(2)(a)** | tearawhiti.govt.nz
The Office for Māori Crown Relations – Te Arawhiti
Level 3, Justice Centre, 19 Aitken Street, SX10111, Wellington 6011

Rāhina Rātū Rāapa Rāpare Rāmere
✓ ✓ ✓ 🏠 ✗

Ministry of Justice

RITM: 1037550

Location: National Office

This order No. is to be shown on all relevant packages, delivery notes, consignment notes and invoices

Purchase Order: Software

To:

Please supply the under-mentioned goods to:

Fujitsu NZ Limited
PO Box 3547
Wellington New Zealand

National Office - Justice Centre
Level 3, Justice Centre, 16 Kate
Wellington 6011

Attn:

Vendor reference: QT137411

Deliver To: Emily Edmanson

Qty	Vendor Part	Item	Price	Amount
1	MS_Azure_Overage	Microsoft Azure Consumption	s9(2)(b)(ii)	s9(2)(b)(ii)
			Sub Total: \$NZD	s9(2)(b)(ii)
			GST @ 15%	s9(2)(b)(ii)
			Total	s9(2)(b)(ii)

Attn: Microsoft Azure Overage (November) 2022

Financial Authority		
RC	Item	Analysis
87088	3620	
CAPEX		

Signature:	<i>PP: Emily Edmanson</i>
Financial Authority:	Einge Rodriguez
Date:	24/01/2023

Tuesday 24 January 2023

Page 1 of 1

Deliveries in accordance with this order will be taken as an acceptance of the terms hereon.

5

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QUOTATION

Ministry of Justice

Level 3, Justice Centre 19 Aitkin Street
Wellington WGN 6011

Phone:

eMail: ITPROUREMENT@justice.govt.nz

Account No: 103433

Attention: IT PROCUREMENT

Fujitsu New Zealand Limited

Quote #: QT137411

Date: 7/12/2022

Expiration: 25/01/2022

Renewal Contact: Rebecca Niebla

licensing@nz.fujitsu.com

Account Manager: Craig Nolte



shaping tomorrow with you

Microsoft Azure Consumption - November 2022

SKU	Description	Quantity	Maintenance Start Date	Maintenance End Date	Unit Cost	Extended Total
MS_Consumption	Microsoft Consumption	1	1 November 2022	30 November 2022	s9(2)(b)(ii)	s9(2)(b)(ii)
Comments: Coverage: 01/11/2022 to 30/11/2022 Agreement: 66494483					Total	s9(2)(b)(ii)
					GST 15.00%	s9(2)(b)(ii)
					Total (Incl GST)	s9(2)(b)(ii)

Terms and Conditions of this quote:

This quote is valid for 14 days unless notified otherwise. Prices are quoted in New Zealand Dollars. Prices do not include GST or freight. Should Fujitsu incur additional costs due to exchange fluctuations after the date of our price quotation, Fujitsu may alter our price accordingly. Unless otherwise agreed in writing between the parties, all products supplied by Fujitsu are provided in accordance with our Standard Terms and Conditions of Sale which are available upon request and are provided with the manufacturers' standard warranty unless otherwise specified. The Consumer Guarantees act 1993 will not apply to any goods or services acquired for business purposes. Fujitsu is required to comply with its obligations under NZ Privacy legislation. In the event that the software manufacturer requires any personal information about the Customer, Fujitsu will provide such information to the software manufacturer for the purposes of ensuring compliance with its licensing obligations.

Fujitsu New Zealand Limited

Head Office: Level 12, Fujitsu Tower, 141 The Terrace
PO Box 3547, Wellington
Phone: (64 4) 495 0700
Fax: (64 4) 495 0722



shaping tomorrow with you

From: [ITPROCUREMENT](#)
To: licensing@nz.fujitsu.com
Cc: [ITPROCUREMENT](#); [Edmanson, Emily](#); [Ranjit, Shivani](#)
Subject: APPROVED - RITM: 1037550 & 1037556 - MS Azure Consumption (November & December 2022)
Date: Tuesday, 24 January 2023 2:15:54 pm
Attachments: [APPROVED RITM1037550.pdf](#)
[image002.png](#)
[APPROVED RITM1037556.pdf](#)

Hey Rebecca & team,

Apologies for the delay.

Please find attached approved purchase orders to process.

For billing purposes, please ensure the following references are clearly visible on each invoice:

1. **RITM1037550 & M87088**
2. **RITM1037556 & M87088**

Ngā Manaakitanga,
Emily



Emily Edmanson ([she/her](#))

Software & License Analyst | Digital Office - Foundation Services

Corporate & Digital Services

Direct **s9(2)(a)**

L4 National Office | 19 Aitken Street

www.justice.govt.nz

Mon Tues Wed Thur Fri



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From: licensing@fujitsu.com
To: [ITPROCUREMENT](mailto:ITPROCUREMENT@justice.govt.nz)
Cc: Edmanson, Emily
Subject: FW: Microsoft Azure Consumption November 2022 - QT137411
Date: Tuesday, 24 January 2023 1:08:30 pm
Attachments: [Microsoft Azure Consumption - November 2022-QT137411-v3.pdf](#)

Hi Larz,

Any update, please?

Thank you.

Regards,
Rebecca

From: Fujitsu Licensing
Sent: Monday, 16 January 2023 12:23 pm
To: ITPROCUREMENT@JUSTICE.GOV.T.NZ
Subject: FW: Microsoft Azure Consumption November 2022 - QT137411

Hi Larz,

Good day.

Just wanting to do a follow-up for the attached, please?

Thank you.

Regards,
Rebecca

From: Fujitsu Licensing
Sent: Wednesday, 11 January 2023 2:56 pm
To: [ITPROCUREMENT <ITPROCUREMENT@justice.govt.nz>](mailto:ITPROCUREMENT@justice.govt.nz)
Subject: RE: Microsoft Azure Consumption November 2022 - QT137411

Hi Larz,

Updated quote attached.
Thank you.

Regards
Rebecca

From: [ITPROCUREMENT <ITPROCUREMENT@justice.govt.nz>](mailto:ITPROCUREMENT@justice.govt.nz)
Sent: Wednesday, 11 January 2023 2:51 pm
To: [Fujitsu Licensing <licensing@fujitsu.com>](mailto:licensing@fujitsu.com); [Edmanson, Emily <Emily.Edmanson@justice.govt.nz>](mailto:Edmanson, Emily)

Subject: RE: Microsoft Azure Consumption November 2022 - QT137411

Hi Team

Can I please have a revised quote for November as that has now expired and I'll raise the request and submit the PO.

Cheers

Larz

From: licensing@fujitsu.com <licensing@fujitsu.com>

Sent: Wednesday, 11 January 2023 2:47 pm

To: ITPROUREMENT <ITPROCUREMENT@justice.govt.nz>; Edmanson, Emily <Emily.Edmanson@justice.govt.nz>

Cc: licensing@fujitsu.com; licensing@fujitsu.com

Subject: FW: Microsoft Azure Consumption November 2022 - QT137411

Hi Team,

I hope you had a great holiday break.

Just like to check and follow up the PO for this consumption, please?

Thank you.

Regards,
Rebecca

From: Fujitsu Licensing <licensing@fujitsu.com>

Sent: Friday, 16 December 2022 2:33 pm

To: ITPROCUREMENT@justice.govt.nz; Edmanson, Emily <Emily.Edmanson@justice.govt.nz>

Cc: Fujitsu Licensing <licensing@fujitsu.com>; Fujitsu Licensing <licensing@fujitsu.com>

Subject: FW: Microsoft Azure Consumption November 2022 - QT137411

Hi Team,

It appears we have not yet received your PO for this consumption.

Appreciate if you can confirm with us your PO, so we can invoice this month.

Thank you.

Regards,
Rebecca

From: licensing@fujitsu.com <licensing@fujitsu.com>

Sent: Wednesday, 7 December 2022 6:47 pm

To: ITPROCUREMENT@justice.govt.nz; Edmanson, Emily <Emily.Edmanson@justice.govt.nz>

Cc: Fujitsu Licensing <licensing@fujitsu.com>; Fujitsu Licensing <licensing@fujitsu.com>

Subject: Microsoft Azure Consumption November 2022 - QT137411

Hi Emily,

Please find attached a quote for Microsoft Azure Consumption for the period of 01/11/200 to 30/11/2022 that Ministry of Justice had consumed and Microsoft had already invoiced.

Kindly provide your purchase order to cover this Azure consumption.

If you have any questions or require further assistance regarding the attached quote, please do not hesitate to contact the Fujitsu Software Licensing Team at licensing@fujitsu.com.

Kind regards,
Rebecca

Fujitsu Licensing Team

T +64 4 495 0700 | E licensing@fujitsu.com | W nz.fujitsu.com

|

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Ministry of Justice

RITM: 1063221

Location: National Office

This order No. is to be shown on all relevant packages, delivery notes, consignment notes and invoices

Purchase Order: Software

To:

Please supply the under-mentioned goods to:

Fujitsu NZ Limited
PO Box 3547
Wellington New Zealand
Attn:
Vendor reference: QT139063

National Office - Justice Centre
Level 3, Justice Centre, 16 Kate
Wellington 6011
Deliver To: Al Cottle

Qty	Vendor Part	Item	Price	Amount
100	CFQ7TTC0LFLZ:0002	Microsoft 365 E5 (NCE COM MTH)	s9(2)(b)(ii)	s9(2)(b)(ii)
			Sub Total: \$NZD	s9(2)(b)(ii)
			GST @ 15%	s9(2)(b)(ii)
			Total	s9(2)(b)(ii)

Attn: 100x Microsoft 365 Licenses November 2022 Usage.

Financial Authority			Signature: <i>PP: Al Cottle</i>
RC	Item	Analysis	
87088	3620	36200	
CAPEX			
			Financial Authority: Michael Manttan
			Date: 10 March 2023

Deliveries in accordance with this order will be taken as an acceptance of the terms hereon.

QUOTATION

Ministry of Justice

Level 3, Justice Centre 19 Aitkin Street
Wellington WGN 6011

Phone:

eMail: ITPROCUREMENT@justice.govt.nz

Account No: 103433

Attention: IT PROCUREMENT

Fujitsu New Zealand Limited

Quote #: QT139063

Date: 8/03/2023

Expiration: 17/02/2023

Renewal Contact: Licensing Operations

licensing@nz.fujitsu.com

Account Manager: Licensing Operations



shaping tomorrow with you

Microsoft NCE usage - November 2022

Skus	Description	Quantity	Maintenance Start Date	Maintenance End Date	Unit Cost	Extended Total
CFQ7TTC0LFLZ:0002	Microsoft 365 E5 (NCE COM MTH)	100	21 November 2022	21 December 2022	s9(2)(b)(ii)	s9(2)(b)(ii)
Comments:					Total	s9(2)(b)(ii)
					GST 15.00%	s9(2)(b)(ii)
					Total (Incl GST)	s9(2)(b)(ii)

Terms and Conditions of this quote:

This quote is valid for 14 days unless notified otherwise. Prices are quoted in New Zealand Dollars. Prices do not include GST or freight. Should Fujitsu incur additional costs due to exchange fluctuations after the date of our price quotation, Fujitsu may alter our price accordingly. Unless otherwise agreed in writing between the parties, all products supplied by Fujitsu are provided in accordance with our Standard Terms and Conditions of Sale which are available upon request and are provided with the manufacturers' standard warranty unless otherwise specified. The Consumer Guarantees act 1993 will not apply to any goods or services acquired for business purposes. Fujitsu is required to comply with its obligations under NZ Privacy legislation. In the event that the software manufacturer requires any personal information about the Customer, Fujitsu will provide such information to the software manufacturer for the purposes of ensuring compliance with its licensing obligations.

Fujitsu New Zealand Limited

Head Office: Level 12, Fujitsu Tower, 141 The Terrace
PO Box 3547, Wellington
Phone: (64 4) 495 0700
Fax: (64 4) 495 0722



shaping tomorrow with you

From: [Cottle, Al](#)
To: keryn.algie@fujitsu.com
Cc: licensing@fujitsu.com; [Licensing](#); [ITPROCUREMENT](#)
Subject: APPROVED RITM1063221: Quote for M365 E5 - 100 Users - November Usage
Date: Monday, 13 March 2023 9:18:14 am
Attachments: [image010.png](#)
[APPROVED RITM1063221.pdf](#)

Hi Keryn

Please find attached an approved purchase order RITM1063221 to cover the November usage of 100x M365 E5 licenses.

For billing purposes, please ensure both **RITM1063221** & **M87088** are clearly visible on the invoice.

Thanks very much.

Al

From: keryn.algie@fujitsu.com <keryn.algie@fujitsu.com>
Sent: Thursday, 9 March 2023 11:26 am
To: Cottle, Al <Al.Cottle@justice.govt.nz>
Subject: Quote for M365 E5 - 100 Users - November Usage

Morning Al,

Thanks so much for you time yesterday. As discussed, please find attached your quote QT139063 for M365 E5 - 100 Users - November Usage

Keryn Algie
Team Lead, Licensing Solutions

Fujitsu New Zealand Limited
Level 2, 46 Sale Street, Freemans Bay, Auckland 1010
M s9(2)(a)
keryn.algie@fujitsu.com
fujitsu.com



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From: [Edmanson_Emyl](#)
To: [Cottle_Al](#); [Tisch_Alana](#); [charlie.stainton@fujitsu.com](#); [craig.nolte@fujitsu.com](#); [keryn.algie@fujitsu.com](#)
Cc: [Rebecca.Niebla@fujitsu.com](#); [Licensing](#)
Subject: RE: Justice M365 E5 via CSP
Date: Tuesday, 28 February 2023 4:30 06 pm
Attachments: [image002.png](#)
[image020.png](#)

Hi Al/Alana,

Retrospective purchase orders need to be provided to Fujitsu Licensing for the additional licenses purchased in November 2022 and January 2023.

- November 2022: 100 E5 Licenses (CSP) – no IT request raised
- January 2023: 30 E5 Licenses (CSP) – RITM1031997 already raised (use as PO number)

These licenses should be coded to RC 87088. ^{s9(2)(b)(i)} per license, per month to be multiplied by the number of licenses, to calculate the total monthly cost for each bunch of licenses purchased.

[@keryn.algie@fujitsu.com](mailto:keryn.algie@fujitsu.com) please organise the retrospective quotes for billing purposes so Al can link to the IT requests and provide the PO's.

Essentially all that needs to happen is a reconcile of the uplift in E5 (CSP) licenses to ensure we have record of this on both Fuj and MoJ ends. That way, when Fujitsu invoice us on a monthly basis they can code to the appropriate RITM and RC.

Please remove me from these email threads moving forward.

Ngā Manaakitanga,
Emily



Emily Edmanson [\(she/her\)](#)
Senior Advisor | Digital Office – Strategy & Performance
Corporate & Digital Services
Direct ^{s9(2)(a)}
L4 National Office | 19 Aitken Street
www.justice.govt.nz
Mon Tues Wed Thur Fri
✓✓✓✓✓🏠

From: Cottle, Al <Al.Cottle@justice.govt.nz>
Sent: Tuesday, 28 February 2023 11:31 am
To: Tisch, Alana <Alana.Tisch@justice.govt.nz>; charlie.stainton@fujitsu.com; craig.nolte@fujitsu.com
Cc: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; keryn.algie@fujitsu.com; Rebecca.Niebla@fujitsu.com
Subject: RE: Justice M365 E5 via CSP

Hi.

Yes I will take care of it now I have someone assuming responsibility for the request.

Thanks.

Al.

From: Tisch, Alana <Alana.Tisch@justice.govt.nz>
Sent: Tuesday, 28 February 2023 11:21 am
To: charlie.stainton@fujitsu.com; craig.nolte@fujitsu.com; Cottle, Al <Al.Cottle@justice.govt.nz>
Cc: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; keryn.algie@fujitsu.com; Rebecca.Niebla@fujitsu.com
Subject: RE: Justice M365 E5 via CSP

Hi Charlie

Yes that is fine. [@Cottle_Al](mailto:Al.Cottle@justice.govt.nz) are you sorting a PO?

Cheers



Alana Tisch
Service Level Incident Manager
Corporate & Digital Services
Ministry of Justice | Tāhū o te Ture
L4 Justice Centre | Wellington
Cellphone ^{s9(2)(a)}
alana.tisch@justice.govt.nz | www.justice.govt.nz

From: charlie.stainton@fujitsu.com <charlie.stainton@fujitsu.com>
Sent: Tuesday, 28 February 2023 10:02 am
To: craig.nolte@fujitsu.com; Cottle, Al <Al.Cottle@justice.govt.nz>; Tisch, Alana <Alana.Tisch@justice.govt.nz>
Cc: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; keryn.algie@fujitsu.com; Rebecca.Niebla@fujitsu.com
Subject: RE: Justice M365 E5 via CSP

Hey Alana,

As discussed, could you please confirm you're happy to take ownership of this on the MOJ side?

100 e5 licenses

Ngā Mihi,

Charlie Stainton
Digital Experience Manager

Fujitsu New Zealand Limited

Level 12, Fujitsu Tower, 141 The Terrace, Wellington, New Zealand 6011

T +64 4 890 9641 **Ms9(2)(a)**

charlie.stainton@fujitsu.com

fujitsu.com



From: Stainton, Charlie

Sent: Monday, 27 February 2023 12:01 pm

To: Nolte, Craig <craig.nolte@fujitsu.com>; Cottle, Al <Al.Cottle@justice.govt.nz>

Cc: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; Angela Jelaca <Angela.Jelaca@justice.govt.nz>; Algie, Keryn <keryn.algie@fujitsu.com>; Niebla, Rebecca <rebecca.niebla@fujitsu.com>

Subject: RE: Justice M365 E5 via CSP

Hey Al,

Could you please sort an PO for the below?

Ngā Mihi,

Charlie Stainton
Digital Experience Manager

Fujitsu New Zealand Limited

Level 12, Fujitsu Tower, 141 The Terrace, Wellington, New Zealand 6011

T +64 4 890 9641 **Ms9(2)(a)**

charlie.stainton@fujitsu.com

fujitsu.com



From: Nolte, Craig <craig.nolte@fujitsu.com>

Sent: Monday, 27 February 2023 9:48 am

To: Stainton, Charlie <charlie.stainton@fujitsu.com>

Cc: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; Angela Jelaca <Angela.Jelaca@justice.govt.nz>; Algie, Keryn <keryn.algie@fujitsu.com>; Niebla, Rebecca <Rebecca.Niebla@fujitsu.com>

Subject: RE: Justice M365 E5 via CSP

Importance: High

Good Morning Charlie,

I hope that you are keeping well. As per your request on behalf of MoJ, specifically for the 100 x M365 E5 licenses that were assigned to Justice's tenant, Fujitsu have not received a PO from MoJ. Would you be kind enough to follow this up with MoJ? Thank you.

Kind regards

Craig

From: Stainton, Charlie <charlie.stainton@fujitsu.com>

Sent: Friday, 13 January 2023 9:50 am

To: Niebla, Rebecca <Rebecca.Niebla@fujitsu.com>

Cc: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; Nolte, Craig <craig.nolte@fujitsu.com>; Angela Jelaca <Angela.Jelaca@justice.govt.nz>

Subject: RE: Justice M365 E5 via CSP

Hi Rebecca,

Apologies for springing this on you, MOJ have run out again so are requesting an additional 30 licenses.

We're in the same situation where Emily is not currently in the office. Could this please be actioned? Emily should hopefully be back in the office on Monday.

See below for the details: REQ0986400 - RITM1031997

User Details	
* Requested for	Requester First Name
Angela Jelaca	Angela
Requester Middle Name	Requester Last Name
	Jelaca
Requester Email	Requester Contact No
Angela.Jelaca@justice.govt.nz	s9(2)(a)
Requester Employee Number	* Requester Location
Out of scope	National Office - Justice Centre
Contact Type	
Self-service	
* User's RC or project Code (Note this must be a valid RC code)	
87395	
Please provide detailed description of your request:	
request for Fujitsu to purchase an additional 30 Microsoft e5 CSP Microsoft licenses.	
Please provide any additional information in relation to your request:	
we are currently out of e5 licenses and these are required to enable new starters to access Microsoft applications.	

Ngā Mihi,

Charlie Stainton
Digital Experience Manager

Fujitsu New Zealand Limited
Level 12, Fujitsu Tower, 141 The Terrace, Wellington, New Zealand 6011
T +64 4 890 9641 Ms9(2)(a)
charlie.stainton@fujitsu.com
fujitsu.com



From: Nolte, Craig <craig.nolte@fujitsu.com>
Sent: Monday, 21 November 2022 12:05 pm
To: Niebla, Rebecca <Rebecca.Niebla@fujitsu.com>
Cc: Stainton, Charlie <charlie.stainton@fujitsu.com>; Edmanson, Emi <Emily.Edmanson@justice.govt.nz>
Subject: Justice M365 E5 via CSP
Importance: High

Hi Rebecca,

I hope that you are keeping well. Please may I ask if you can as soon as possible assign 100 x M365 E5 licenses onto MOJ's CSP tenant, please assign these licenses on a month by month basis for now. I have Emily cc'd in, unfortunately both Emily and Larz are off sick, so we can't get PO's or approval's in writing now, however I do have a text confirmation from Emily. Thank you. PO's etc and approvals we will arrange in this week.

Kind regards
Craig

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From: [Edmanson Emily](#)
To: [Ranjit Shivani](#)
Cc: [Monkhouse Jason](#)
Subject: RE: Microsoft 365 E5 additional licenses
Date: Tuesday, 24 January 2023 3:20:00 pm
Attachments: [image002.png](#)

Hey Shivani,

Appreciate that, thank you. RITM's should've been raised at the time of processing.

I'll raise retrospective requests – when do you need these by?

Ngā Manaakitanga,
Emily



Emily Edmanson ([she/her](#))

Software & License Analyst | Digital Office – Foundation Services

Corporate & Digital Services

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From: Ranjit, Shivani <Shivani.Ranjit@justice.govt.nz>
Sent: Tuesday, 24 January 2023 3:15 pm
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Cc: Monkhouse, Jason <Jason.Monkhouse@justice.govt.nz>
Subject: RE: Microsoft 365 E5 additional licenses

Hi Emily,

Below are the ITSC/RITM (in red) that we have been provided:

- November 2021: 50 - **ITSC: 245385**
- March 2022: 80 - **ITSC 252750**
- September 2022: 100 - **RITM0974152**

We are missing RITMs for the following:

- November 2022: 100
- January 2023: 30

The RITM numbers are critical for processing invoices.

Ngā mihi,



Shivani Ranjit

Contracts Support | ICT Supply & Operations

Shivani.Ranjit@justice.govt.nz

www.justice.govt.nz

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Tuesday, 24 January 2023 2:44 pm
To: Ranjit, Shivani <Shivani.Ranjit@justice.govt.nz>
Cc: Monkhouse, Jason <Jason.Monkhouse@justice.govt.nz>
Subject: RE: Microsoft 365 E5 additional licenses

Hey Shivani,

Which ones? I don't think any PO was raised for the 100 in November and 30 in January just gone – these were processed by the team (Larz/Ange/Fujitsu) as I was on annual leave and don't think anyone sorted that side of things.

How critical is it for forecasting/tracking spreadsheet?

Ngā Manaakitanga,
Emily



Emily Edmanson ([she/her](#))

Software & License Analyst | Digital Office - Foundation Services
Corporate & Digital Services

Direct **s9(2)(a)**

L4 National Office | 19 Aitken Street

www.justice.govt.nz

Mon Tues Wed Thur Fri



From: Ranjit, Shivani <Shivani.Ranjit@justice.govt.nz>
Sent: Tuesday, 24 January 2023 2:41 pm
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Cc: Monkhouse, Jason <Jason.Monkhouse@justice.govt.nz>
Subject: RE: Microsoft 365 E5 additional licenses

Hi Emily,

Thanks for clarifying. Can I please get the RITM pertaining to the additional licenses?

Ngā mihi,



Shivani Ranjit

Contracts Support | ICT Supply & Operations

Shivani.Ranjit@justice.govt.nz

www.justice.govt.nz

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Tuesday, 24 January 2023 12:44 pm
To: Monkhouse, Jason <Jason.Monkhouse@justice.govt.nz>; Ranjit, Shivani <Shivani.Ranjit@justice.govt.nz>
Cc: ITPROUREMENT <ITPROCUREMENT@justice.govt.nz>
Subject: RE: Microsoft 365 E5 additional licenses
Importance: High

Hey Jason & Shivani,

To answer your question in short, yes the 100x E5 licenses are needed from December.

Product & Plan	Number of licenses
Microsoft E5 EAS (annual)	5,566
Microsoft E5 CSP (monthly)	360
	5,926

Overview on the number of additional E5 CSP licenses purchased and the respective month the billing commenced.

- November 2021: 50
- March 2022: 80
- September 2022: 100
- November 2022: 100
- January 2023: 30

For the billing/involving side of things, Fujitsu should be clearly reflecting the separate bulk purchases and associated cost.

These license costs will continue to be charged on a monthly basis, unless advised otherwise by either the RC owner or Software & Licensing Analyst. For your reference, the unit price per E5 license, per month is s9(2)(b)(ii) and the total cost for all 360x E5 CSP licenses per month is s9(2)(b)(ii)

You may question, why do we have EAS & CSP? If used correctly, CSP allows for flexibility and scalability. However, the way the Ministry have been using these licenses has become more of a "Sure" thing, or something that's lasting longer than it should. The idea was to go with CSP temporarily so we can remove the licenses at any time once the offboarding issues were sorted. However, we both know that hasn't come to fruition and I've previously recommended to Einge, Sven & Shannan that the CSP licenses should be dropped and uplifted under EAS where we lock in for a whole year. Having our E5's under CSP costs more on average. I'll recommend this again to Einge, Sven & Michael, as there needs to be a more strategic approach to E5 licenses. I would suggest come September we drop all 360x E5 CSP licenses and add them to our EAS to lock in for a full year – I suggest this because I don't think the offboarding process will be resolved in the next 6-12 months, and ensure the process includes contractors. By doing this we will save \$45,500.40.

Calculations

CSP: s9(2)(b)(ii) (monthly cost per license) X 360 (number of CSP licenses) X 12 (months in a year) = s9(2)(b)(ii)
EAS: s9(2)(b)(ii) (annual cost per license) X 360 (number of CSP licenses) = s9(2)(b)(ii)

I hope this clarifies things for you – let me know if you have any further questions before I head off into my secondment.

Ngā Manaakitanga,
Emily



Emily Edmanson ([she/her](#))

Software & License Analyst | Digital Office - Foundation Services
Corporate & Digital Services

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L4 National Office | 19 Aitken Street

www.justice.govt.nz

Mon Tues Wed Thur Fri



From: Monkhouse, Jason <Jason.Monkhouse@justice.govt.nz>

Sent: Tuesday, 24 January 2023 9:17 am

To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>

Cc: Ranjit, Shivani <Shivani.Ranjit@justice.govt.nz>
Subject: RE: Microsoft 365 E5 additional licenses
Importance: High

Hi Emily

Following up on this, so forecasting can be updated today. Are the 100x E5 licenses needed from December?

Jason

From: Monkhouse, Jason
Sent: Tuesday, 10 January 2023 11:59 am
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Cc: Ranjit, Shivani <Shivani.Ranjit@justice.govt.nz>
Subject: FW: Microsoft 365 E5 additional licenses

Hi Emily

Does this align with the work you are doing on Microsoft E5 licensing? We have additional E5 licenses from September and I have included another 100x E5 licenses from November.

Jason

From: Rodriguez, Einge <Einge.Rodriguez@justice.govt.nz>
Sent: Tuesday, 10 January 2023 11:36 am
To: Monkhouse, Jason <Jason.Monkhouse@justice.govt.nz>
Subject: Re: Microsoft 365 E5 additional licenses

Yes I thought we got more than a hundred since then?

Sent from my iPhone

On 10/01/2023, at 11:33 AM, Monkhouse, Jason <Jason.Monkhouse@justice.govt.nz> wrote:

Hi Einge

When we spoke in November, another 100x E5 licenses were required. The monthly cost for these were added to the forecast.

I just wanted to check that these were over and above the 100x E5 licenses that started from September 2022?

Thanks, Jason

From: Monkhouse, Jason
Sent: Wednesday, 23 November 2022 1:40 pm
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Subject: RE: Microsoft 365 E5 additional licenses

Thanks E, thought it would be that but just wanted to double check!

J

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Wednesday, 23 November 2022 1:39 pm
To: Monkhouse, Jason <Jason.Monkhouse@justice.govt.nz>
Cc: ITPROUREMENT <ITPROCUREMENT@justice.govt.nz>
Subject: RE: Microsoft 365 E5 additional licenses

Hey Jason,

Monthly cost will be s9(2)(b)(ii) for the 100x E5 licenses purchased under CSP (monthly billing).

Ngā Manaakitanga,
Emily

<image001.jpg>

Emily Edmanson ([she/her](#))

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<image004.png>

Mon Tues Wed Thur Fri

<image005.jpg>

<image006.jpg>

<image006.jpg>

<image005.jpg>

<image006.jpg>

From: Monkhouse, Jason <Jason.Monkhouse@justice.govt.nz>
Sent: Wednesday, 23 November 2022 1:35 pm
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Subject: FW: Microsoft 365 E5 additional licenses
Importance: High

Hi Emily

Following up on this as forecasting closes tomorrow, but would like to update FMIS by 11am tomorrow.

Thanks,
Jason

From: Monkhouse, Jason
Sent: Monday, 21 November 2022 2:26 pm
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Subject: Microsoft 365 E5 additional licenses

Hi Emily

Einge has said that another 100 E5 licenses are required. Could you please confirm the monthly cost for these, so I can include in the forecast?

Thanks, Jason

<image001.jpg>

Jason Monkhouse

Commercial Analyst | Digital Strategy & Performance

DDI: +64 4 918 8917 | Ext 58917

Jason.Monkhouse@justice.govt.nz

www.justice.govt.nz

Mon Tues Wed Thur Fri

<image006.jpg>

<image006.jpg>

<image005.jpg>

<image006.jpg>

<image005.jpg>

RELEASED UNDER THE OFFICIAL INFORMATION ACT 1982

Ministry of Justice

RITM: 1037556

Location: National Office

This order No. is to be shown on all relevant packages, delivery notes, consignment notes and invoices

Purchase Order: Software

To:

Please supply the under-mentioned goods to:

Fujitsu NZ Limited
PO Box 3547
Wellington New Zealand
Attn:
Vendor reference: QT137819

National Office - Justice Centre
Level 3, Justice Centre, 16 Kate
Wellington 6011
Deliver To: Emily Edmanson

Qty	Vendor Part	Item	Price	Amount
1	MS_Azure_Overage	Microsoft Azure Consumption	s9(2)(b)(ii)	s9(2)(b)(ii)
			Sub Total: \$NZD	s9(2)(b)(ii)
			GST @ 15%	s9(2)(b)(ii)
			Total	s9(2)(b)(ii)

Attn: Microsoft Azure Overage (December) 2022

Financial Authority		
RC	Item	Analysis
87088	3620	
CAPEX		

Signature:	<i>PP: Emily Edmanson</i>
Financial Authority:	Einge Rodriguez
Date:	24/01/2023

Tuesday 24 January 2023

Page 1 of 1

Deliveries in accordance with this order will be taken as an acceptance of the terms hereon.

QUOTATION

Ministry of Justice

Level 3, Justice Centre 19 Aitkin Street
Wellington WGN 6011

Phone:

eMail: ITPROCUREMENT@justice.govt.nz

Account No: 103433

Attention: IT PROCUREMENT

Fujitsu New Zealand Limited

Quote #: QT137819

Date: 11/01/2023

Expiration: 25/01/2023

Renewal Contact: Rebecca Niebla

licensing@nz.fujitsu.com

Account Manager: Craig Nolte



shaping tomorrow with you

Microsoft Azure Consumption - December 2022

Sku	Description	Quantity	Maintenance Start Date	Maintenance End Date	Unit Cost	Extended Total
MS_Consumption	Microsoft Consumption	1	1 December 2022	31 December 2022	s9(2)(b)(ii)	s9(2)(b)(ii)
Comments: Coverage: 01/12/2022 to 31/12/2022 Agreement: 66494483					Total	s9(2)(b)(ii)
					GST 15.00%	s9(2)(b)(ii)
					Total (Incl GST)	s9(2)(b)(ii)

Terms and Conditions of this quote:

This quote is valid for 14 days unless notified otherwise. Prices are quoted in New Zealand Dollars. Prices do not include GST or freight. Should Fujitsu incur additional costs due to exchange fluctuations after the date of our price quotation, Fujitsu may alter our price accordingly. Unless otherwise agreed in writing between the parties, all products supplied by Fujitsu are provided in accordance with our Standard Terms and Conditions of Sale which are available upon request and are provided with the manufacturers' standard warranty unless otherwise specified. The Consumer Guarantees act 1993 will not apply to any goods or services acquired for business purposes. Fujitsu is required to comply with its obligations under NZ Privacy legislation. In the event that the software manufacturer requires any personal information about the Customer, Fujitsu will provide such information to the software manufacturer for the purposes of ensuring compliance with its licensing obligations.

Fujitsu New Zealand Limited

Head Office: Level 12, Fujitsu Tower, 141 The Terrace
PO Box 3547, Wellington
Phone: (64 4) 495 0700
Fax: (64 4) 495 0722



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From: [ITPROCUREMENT](#)
To: licensing@nz.fujitsu.com
Cc: [ITPROCUREMENT](#); [Edmanson, Emily](#); [Ranjit, Shivani](#)
Subject: APPROVED - RITM: 1037550 & 1037556 - MS Azure Consumption (November & December 2022)
Date: Tuesday, 24 January 2023 2:15:54 pm
Attachments: [APPROVED RITM1037550.pdf](#)
[image002.png](#)
[APPROVED RITM1037556.pdf](#)

Hey Rebecca & team,

Apologies for the delay.

Please find attached approved purchase orders to process.

For billing purposes, please ensure the following references are clearly visible on each invoice:

1. **RITM1037550 & M87088**
2. **RITM1037556 & M87088**

Ngā Manaakitanga,
Emily



Emily Edmanson ([she/her](#))

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From: licensing@fujitsu.com
To: [Edmanson, Emily](#); [ITPROCUREMENT](#)
Cc: craig.nolte@fujitsu.com
Subject: RE: Microsoft Azure Consumption December 2022 - QT137819
Date: Tuesday, 24 January 2023 1:10:58 pm
Attachments: [image002.png](#)

Hi Emily,

Thanks for the update

Regards,
Rebecca

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Tuesday, 24 January 2023 1:07 pm
To: Fujitsu Licensing <licensing@fujitsu.com>; ITPROCUREMENT <ITPROCUREMENT@justice.govt.nz>
Cc: Nolte, Craig <craig.nolte@fujitsu.com>
Subject: RE: Microsoft Azure Consumption December 2022 - QT137819

Hi Rebecca,

Thanks for the follow up.

Everything is ready to go on my end, however, waiting on/chasing internal approvals.

Ngā Manaakitanga,
Emily



Emily Edmanson ([she/her](#))

Software & License Analyst | Digital Office - Foundation Services
Corporate & Digital Services

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From: licensing@fujitsu.com <licensing@fujitsu.com>
Sent: Tuesday, 24 January 2023 1:06 pm
To: ITPROCUREMENT <ITPROCUREMENT@justice.govt.nz>; Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Cc: licensing@fujitsu.com; licensing@fujitsu.com; craig.nolte@fujitsu.com
Subject: FW: Microsoft Azure Consumption December 2022 - QT137819

Hi Team,

Good day.

I am following up with you to check if you had chance to review the attached quote please.

Appreciate if you can confirm with us your PO, so we can invoice this month.

Thank you.

Regards,
Rebecca

From: licensing@fujitsu.com <licensing@fujitsu.com>

Sent: Wednesday, 11 January 2023 4:19 pm

To: ITPROCUREMENT@justice.govt.nz; Edmanson, Emily <Emily.Edmanson@justice.govt.nz>

Cc: Fujitsu Licensing <licensing@fujitsu.com>; Fujitsu Licensing <licensing@fujitsu.com>; Nolte, Craig <craig.nolte@fujitsu.com>

Subject: Microsoft Azure Consumption December 2022 - QT137819

Hi Team,

Please find attached a quote for Microsoft Azure Consumption for the period of 01/12/2022 to 31/12/2022 that Ministry of Justice had consumed and Microsoft had already invoiced.

Kindly provide your purchase order to cover this Azure consumption.

If you have any questions or require further assistance regarding the attached quote, please do not hesitate to contact the Fujitsu Software Licensing Team at licensing@fujitsu.com.

Kind regards,
Rebecca

Fujitsu Licensing Team

T +64 4 495 0700 | E licensing@fujitsu.com | W nz.fujitsu.com

|

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Ministry of Justice

RITM: 1011547

Location: National Office

This order No. is to be shown on all relevant packages, delivery notes, consignment notes and invoices

Purchase Order: Software

To:

Please supply the under-mentioned goods to:

Fujitsu NZ Limited
PO Box 3547
Wellington New Zealand
Attn:
Vendor reference: QT137147

National Office - Justice Centre
Level 3, Justice Centre, 16 Kate
Wellington 6011
Deliver To: Emily Edmanson

Qty	Vendor Part	Item	Price	Amount
1	MS_Azure_Overage	Microsoft Azure Consumption	s9(2)(b)(ii)	s9(2)(b)(ii)
			Sub Total: \$NZD	s9(2)(b)(ii)
			GST @ 15%	s9(2)(b)(ii)
			Total	s9(2)(b)(ii)

Attn: Microsoft Azure Overage (October) 2022

Financial Authority		
RC	Item	Analysis
87088	3620	
CAPEX		

Signature:	<i>PP: Emily Edmanson</i>
Financial Authority:	Einge Rodriguez
Date:	05/12/2022

Monday 05 December 2022

Page 1 of 1

Deliveries in accordance with this order will be taken as an acceptance of the terms hereon.

QUOTATION

Ministry of Justice

Level 3, Justice Centre 19 Aitkin Street
Wellington WGN 6011

Phone:

eMail: ITPROCUREMENT@justice.govt.nz

Account No: 103433

Attention: IT PROCUREMENT

Fujitsu New Zealand Limited

Quote #: QT137147

Date: 11/11/2022

Expiration: 25/11/2022

Renewal Contact: Rebecca Niebla

licensing@nz.fujitsu.com

Account Manager: Craig Nolte



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Microsoft Azure Consumption - October 2022

SKU	Description	Quantity	Maintenance Start Date	Maintenance End Date	Unit Cost	Extended Total
MS_Consumption	Microsoft Consumption	1	1 October 2022	31 October 2022	s9(2)(b)(ii)	s9(2)(b)(ii)
Comments: Coverage: 01/10/2022 to 31/10/2022 Agreement: 66494483					Total	s9(2)(b)(ii)
					GST 15.00%	s9(2)(b)(ii)
					Total (Incl GST)	s9(2)(b)(ii)

Terms and Conditions of this quote:

This quote is valid for 14 days unless notified otherwise. Prices are quoted in New Zealand Dollars. Prices do not include GST or freight. Should Fujitsu incur additional costs due to exchange fluctuations after the date of our price quotation, Fujitsu may alter our price accordingly. Unless otherwise agreed in writing between the parties, all products supplied by Fujitsu are provided in accordance with our Standard Terms and Conditions of Sale which are available upon request and are provided with the manufacturers' standard warranty unless otherwise specified. The Consumer Guarantees act 1993 will not apply to any goods or services acquired for business purposes. Fujitsu is required to comply with its obligations under NZ Privacy legislation. In the event that the software manufacturer requires any personal information about the Customer, Fujitsu will provide such information to the software manufacturer for the purposes of ensuring compliance with its licensing obligations.

Fujitsu New Zealand Limited

Head Office: Level 12, Fujitsu Tower, 141 The Terrace
PO Box 3547, Wellington
Phone: (64 4) 495 0700
Fax: (64 4) 495 0722



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From: [ITPROCUREMENT](#)
To: licensing@fujitsu.com
Cc: craig.nolte@fujitsu.com; [ITPROCUREMENT](#); [Edmanson, Emily](#)
Subject: APPROVED - RITM: 1011547 - Microsoft Azure Consumption October 2022 - QT137147
Date: Monday, 5 December 2022 2:23:39 pm
Attachments: [APPROVED_RITM1011547.pdf](#)
[image002.png](#)

Kia ora Rebecca,

Apologies for the delay!

Please find attached approved purchase order for Azure monthly billing (October).

For billing purposes, please ensure both **RITM1011547** & **M87088** are clearly visible on the invoice.

Ngā Manaakitanga,
Emily



Emily Edmanson ([she/her](#))

Software & License Analyst | Digital Office - Foundation Services
Corporate & Digital Services

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www.justice.govt.nz

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From: licensing@fujitsu.com <licensing@fujitsu.com>
Sent: Monday, 5 December 2022 11:58 am
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; [ITPROCUREMENT](#) <ITPROCUREMENT@justice.govt.nz>
Cc: craig.nolte@fujitsu.com
Subject: RE: Microsoft Azure Consumption October 2022 - QT137147

Hi Emily,

I hope you had a great weekend.

I am following up with you to check if you had chance to request the PO for this consumption.

Thank you.

Regards,
Rebecca

From: Fujitsu Licensing
Sent: Tuesday, 29 November 2022 2:09 pm
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; [ITPROCUREMENT](#) <ITPROCUREMENT@justice.govt.nz>
Cc: Nolte, Craig <craig.nolte@fujitsu.com>
Subject: RE: Microsoft Azure Consumption October 2022 - QT137147

Hi Emily,

Any update on this one, please?

Thank you.

Regards,
Rebecca

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Thursday, 24 November 2022 10:20 am
To: Fujitsu Licensing <licensing@fujitsu.com>; ITPROUREMENT <ITPROCUREMENT@justice.govt.nz>
Cc: Nolte, Craig <craig.nolte@fujitsu.com>
Subject: RE: Microsoft Azure Consumption October 2022 - QT137147

Kia ora Rebecca,

Apologies, getting onto this now 😊 thanks for the reminder!

Ngā Manaakitanga,
Emily



Emily Edmanson [\(she/her\)](#)
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www.justice.govt.nz
Mon Tues Wed Thur Fri
A row of five icons: a blue house icon, a green checkmark, a green checkmark, a blue house icon, and a green checkmark.

From: licensing@fujitsu.com <licensing@fujitsu.com>
Sent: Wednesday, 23 November 2022 4:14 pm
To: ITPROUREMENT <ITPROCUREMENT@justice.govt.nz>; Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Cc: craig.nolte@fujitsu.com; licensing@fujitsu.com
Subject: FW: Microsoft Azure Consumption October 2022 - QT137147

Hi Team,

It appears we have not yet received your PO for this consumption.

Appreciate if you can confirm with us your PO, please.

Thank you.

Regards,
Rebecca Niebla
Senior Licensing Operations Specialist

Fujitsu New Zealand Limited

Level 12, Fujitsu Tower, 141 The Terrace, Wellington, New Zealand 6011

Ms9(2)(a)

rebecca.niebla@fujitsu.com



Please consider the environment before printing this email

From: licensing@fujitsu.com <licensing@fujitsu.com>

Sent: Friday, 11 November 2022 2:10 pm

To: ITPROCUREMENT@justice.govt.nz; Edmanson, Emily <Emily.Edmanson@justice.govt.nz>

Cc: Nolte, Craig <craig.nolte@fujitsu.com>; Fujitsu Licensing <licensing@fujitsu.com>; Fujitsu Licensing <licensing@fujitsu.com>

Subject: Microsoft Azure Consumption October 2022 - QT137147

Hi Emily,

Please find attached a quote for Microsoft Azure Consumption for the period of 01/10/2020 to 31/10/2022 that Ministry of Justice had consumed and Microsoft had already invoiced.

Kindly provide your purchase order to cover this Azure consumption.

If you have any questions or require further assistance regarding the attached quote, please do not hesitate to contact the Fujitsu Software Licensing Team at licensing@fujitsu.com.

Kind regards,
Rebecca

Fujitsu Licensing Team

T +64 4 495 0700 | E licensing@fujitsu.com | W nz.fujitsu.com

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Ministry of Justice

RITM: 1054283

Location: National Office

This order No. is to be shown on all relevant packages, delivery notes, consignment notes and invoices

Purchase Order: Software

To:

Please supply the under-mentioned goods to:

Fujitsu NZ Limited
PO Box 3547
Wellington New Zealand
Attn:
Vendor reference: QT138309

National Office - Justice Centre
Level 3, Justice Centre, 16 Kate
Wellington 6011
Deliver To: Al Cottle

Qty	Vendor Part	Item	Price	Amount
1	MS_Consumption	Microsoft Consumption	s9(2)(b)(ii)	s9(2)(b)(ii)
			Sub Total: \$NZD	s9(2)(b)(ii)
			GST @ 15%	s9(2)(b)(ii)
			Total	s9(2)(b)(ii)

Attn: Microsoft Azure Consumption (January) 2022

Financial Authority		
RC	Item	Analysis
87088	3620	
CAPEX		

Signature:	<i>PP: Emily Edmanson</i>
Financial Authority:	Einge Rodriguez
Date:	23/02/2023

Thursday 23 February 2023

Page 1 of 1

Deliveries in accordance with this order will be taken as an acceptance of the terms hereon.

QUOTATION

Ministry of Justice

Level 3, Justice Centre 19 Aitkin Street
Wellington WGN 6011

Phone:

eMail: ITPROUREMENT@justice.govt.nz

Account No: 103433

Attention: IT PROCUREMENT

Fujitsu New Zealand Limited

Quote #: QT138309

Date: 7/02/2023

Expiration: 21/02/2023

Renewal Contact: Licensing Operations

licensing@nz.fujitsu.com

Account Manager: Craig Nolte



shaping tomorrow with you

Microsoft Azure Consumption - January 2023

SKU	Description	Quantity	Maintenance Start Date	Maintenance End Date	Unit Cost	Extended Total
MS_Consumption	Microsoft Consumption	1	1 January 2023	31 January 2023	s9(2)(b)(ii)	s9(2)(b)(ii)
Comments: Coverage: 01/01/2023 to 31/01/2023 Agreement: 66494483					Total	s9(2)(b)(ii)
					GST 15.00%	s9(2)(b)(ii)
					Total (Incl GST)	s9(2)(b)(ii)

Terms and Conditions of this quote:

This quote is valid for 14 days unless notified otherwise. Prices are quoted in New Zealand Dollars. Prices do not include GST or freight. Should Fujitsu incur additional costs due to exchange fluctuations after the date of our price quotation, Fujitsu may alter our price accordingly. Unless otherwise agreed in writing between the parties, all products supplied by Fujitsu are provided in accordance with our Standard Terms and Conditions of Sale which are available upon request and are provided with the manufacturers' standard warranty unless otherwise specified. The Consumer Guarantees act 1993 will not apply to any goods or services acquired for business purposes. Fujitsu is required to comply with its obligations under NZ Privacy legislation. In the event that the software manufacturer requires any personal information about the Customer, Fujitsu will provide such information to the software manufacturer for the purposes of ensuring compliance with its licensing obligations.

Fujitsu New Zealand Limited

Head Office: Level 12, Fujitsu Tower, 141 The Terrace
PO Box 3547, Wellington
Phone: (64 4) 495 0700
Fax: (64 4) 495 0722



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From: [ITPROCUREMENT](#)
To: [Licensing](#)
Subject: RE: Microsoft Azure Consumption January 2023 - QT138309
Date: Wednesday, 1 March 2023 3:30:52 pm
Attachments: [image001.png](#)
[APPROVED_RITM1054283.pdf](#)

FYI

From: Cottle, AI <AI.Cottle@justice.govt.nz>
Sent: Wednesday, 1 March 2023 2:48 pm
To: licensing@fujitsu.com; ITPROCUREMENT <ITPROCUREMENT@justice.govt.nz>
Cc: craig.nolte@fujitsu.com
Subject: RE: Microsoft Azure Consumption January 2023 - QT138309

Hi.

My apologies for the late resolution to this. Please find attached a purchase order RITM1054283 to proceed with.

For billing purposes, please ensure both **RITM1054283** & **M87088** are clearly visible on the invoice.

Thanks very much.

AI Cottle

Software and Licensing Analyst | Corporate & Digital Services
L4 National Office | 19 Aitken Street
DDI: +64 4 901 2788
www.justice.govt.nz



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From: licensing@fujitsu.com
To: [Cottle, Al](#); [ITPROCUREMENT](#)
Subject: FW: Microsoft Azure Consumption January 2023 - QT138309
Date: Friday, 24 February 2023 2:33:22 pm
Attachments: [QT138309-v3.pdf](#)

Hi Al,

I trust that you are keeping well.

Just want to follow up on the attached quote. Appreciate if you can confirm with us your PO for this consumption.

Have a great weekend.

Thank you.

Regards,

Rebecca Niebla
Senior Licensing Operations Specialist

Fujitsu New Zealand Limited

Level 12, Fujitsu Tower, 141 The Terrace, Wellington, New Zealand 6011

M s9(2)(a)

rebecca.niebla@fujitsu.com



 Please consider the environment before printing this email

From: Fujitsu Licensing
Sent: Thursday, 16 February 2023 1:13 pm
To: ITPROCUREMENT@justice.govt.nz; Al.Cottle@justice.govt.nz
Cc: Nolte, Craig <craig.nolte@fujitsu.com>
Subject: FW: Microsoft Azure Consumption January 2023 - QT138309

Hi Team,

It appears we have not yet received your PO for this consumption.

Appreciate if you can confirm with us your PO, so we can invoice this month.

Thank you

Regards,
Rebecca

From: licensing@fujitsu.com <licensing@fujitsu.com>

Sent: Tuesday, 7 February 2023 1:59 pm

To: ITPROCUREMENT@justice.govt.nz; Al.Cottle@justice.govt.nz

Cc: Nolte, Craig <craig.nolte@fujitsu.com>; Fujitsu Licensing <licensing@fujitsu.com>; Fujitsu Licensing <licensing@fujitsu.com>

Subject: Microsoft Azure Consumption January 2023 - QT138309

Hi Team,

Please find attached a quote for Microsoft Azure Consumption for the period of 01/01/2023 to 31/01/2023 that Ministry of Justice had consumed and Microsoft had already invoiced.

Kindly provide your purchase order to cover this Azure consumption.

If you have any questions or require further assistance regarding the attached quote, please do not hesitate to contact the Fujitsu Software Licensing Team at licensing@fujitsu.com.

Kind regards,
Rebecca

Fujitsu Licensing Team

T +64 4 495 0700 | E licensing@fujitsu.com | W nz.fujitsu.com

|

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Ministry of Justice

RITM: 1034642

Location: National Office

This order No. is to be shown on all relevant packages, delivery notes, consignment notes and invoices

Purchase Order: Software

To:

Please supply the under-mentioned goods to:

Fujitsu NZ Limited
PO Box 3547
Wellington New Zealand
Attn:
Vendor reference: QT137240-v2

National Office - Justice Centre
Level 3, Justice Centre, 16 Kate
Wellington 6011
Deliver To: Emily Edmanson

Qty	Vendor Part	Item	Price	Amount
5	SPU-00002	Power Automate Sub Per User	s9(2)(b)(ii)	s9(2)(b)(ii)
			Sub Total: \$NZD	s9(2)(b)(ii)
			GST @ 15%	s9(2)(b)(ii)
			Total	s9(2)(b)(ii)

Attn: 5x Microsoft Power Automate Per User plan licenses

Financial Authority			Signature: <u>PP: Emily Edmanson</u> Financial Authority: Sven Dawidowski Date: <u>18/01/2023</u>
RC	Item	Analysis	
M87451	3620		
CAPEX			

Wednesday 18 January 2023

Page 1 of 1

Deliveries in accordance with this order will be taken as an acceptance of the terms hereon.

QUOTATION

Ministry of Justice

Level 3, Justice Centre 19 Aitkin Street
Wellington WGN 6011

Phone:

eMail: ITPROCUREMENT@justice.govt.nz

Account No: 103433

Attention: IT PROCUREMENT

Fujitsu New Zealand Limited

Quote #: QT137240

Date: 16/01/2023

Expiration: 22/02/2023

Renewal Contact: Craig Nolte

licensing@nz.fujitsu.com

Account Manager: Craig Nolte



shaping tomorrow with you

Microsoft Power Automate add product to EAS 66494483

Sku	Description	Quantity	Maintenance Start Date	Maintenance End Date	Unit Cost	Extended Total
SPU-00002	Power Automate Sub Per User	5	1 February 2023	30 September 2023	s9(2)(b)(ii)	s9(2)(b)(ii)
Comments:					Total	s9(2)(b)(ii)
					GST 15.00%	s9(2)(b)(ii)
					Total (Incl GST)	s9(2)(b)(ii)

Terms and Conditions of this quote:

This quote is valid for 14 days unless notified otherwise. Prices are quoted in New Zealand Dollars. Prices do not include GST or freight. Should Fujitsu incur additional costs due to exchange fluctuations after the date of our price quotation, Fujitsu may alter our price accordingly. Unless otherwise agreed in writing between the parties, all products supplied by Fujitsu are provided in accordance with our Standard Terms and Conditions of Sale which are available upon request and are provided with the manufacturers' standard warranty unless otherwise specified. The Consumer Guarantees act 1993 will not apply to any goods or services acquired for business purposes. Fujitsu is required to comply with its obligations under NZ Privacy legislation. In the event that the software manufacturer requires any personal information about the Customer, Fujitsu will provide such information to the software manufacturer for the purposes of ensuring compliance with its licensing obligations.

Fujitsu New Zealand Limited

Head Office: Level 12, Fujitsu Tower, 141 The Terrace
PO Box 3547, Wellington
Phone: (64 4) 495 0700
Fax: (64 4) 495 0722



shaping tomorrow with you

From: [ITPROCUREMENT](#)
To: craig.nolte@fujitsu.com; licensing@nz.fujitsu.com
Cc: [ITPROCUREMENT](#); [Edmanson, Emily](#); [Ranjit, Shivani](#)
Subject: *Priority* APPROVED - RITM: 1034642 - 5x Power Automate licenses
Date: Wednesday, 18 January 2023 2:32:25 pm
Attachments: [image002.png](#)
[image005.png](#)
[image006.png](#)
[APPROVED RITM1034642.pdf](#)
Importance: High

Kia ora Craig,

Please find attached approved purchase order to process.

For billing purposes, please ensure both **RITM1034642** & **M87451** are clearly visible on the invoice.

May I ask that you process this as a priority so we can get these stood up asap please. Also, for budgeting purposes, please advise the 12 month cost per license?

Ngā Manaakitanga,
Emily



Emily Edmanson ([she/her](#))
Software & License Analyst | Digital Office - Foundation Services
Corporate & Digital Services
Direct **s9(2)(a)**
L4 National Office | 19 Aitken Street
www.justice.govt.nz
Mon Tues Wed Thur Fri

From: Edmanson, Emily
Sent: Tuesday, 17 January 2023 11:34 am
To: 'craig.nolte@fujitsu.com' <craig.nolte@fujitsu.com>; licensing@nz.fujitsu.com
Cc: ITPROCUREMENT <ITPROCUREMENT@justice.govt.nz>
Subject: RE: Quote

Thank you Craig

From: craig.nolte@fujitsu.com <craig.nolte@fujitsu.com>
Sent: Tuesday, 17 January 2023 9:09 am
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; licensing@nz.fujitsu.com
Cc: ITPROCUREMENT <ITPROCUREMENT@justice.govt.nz>
Subject: RE: Quote

Kia Ora Emily & MOJ Team,

I hope that you are keeping well. Happy New Year to you and your families, may 2023 be a prosperous year. [@Edmanson, Emily](#), as per request, would you be kind enough to review the attached refreshed quote.

Kind regards
Craig

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Monday, 16 January 2023 4:32 pm
To: Nolte, Craig <craig.nolte@fujitsu.com>; licensing@nz.fujitsu.com
Cc: ITPROUREMENT <ITPROCUREMENT@justice.govt.nz>
Subject: RE: Quote

Kia ora Craig,

I hope you had a wonderful break!

We wish to proceed with purchasing these licenses. Can you please refresh the attached quote as it has expired?

Ngā Manaakitanga,
Emily



Emily Edmanson ([she/her](#))
Software & License Analyst | Digital Office - Foundation Services
Corporate & Digital Services
Direct **s9(2)(a)**
L4 National Office | 19 Aitken Street
www.justice.govt.nz

Mon Tues Wed Thur Fri



From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Thursday, 24 November 2022 10:19 am
To: craig.nolte@fujitsu.com; licensing@nz.fujitsu.com
Cc: ITPROUREMENT <ITPROCUREMENT@justice.govt.nz>
Subject: RE: Quote

Kia ora Craig,

Awesome, thank you very much for the quote and supporting info.

Ngā Manaakitanga,
Emily



Emily Edmanson ([she/her](#))
Software & License Analyst | Digital Office - Foundation Services
Corporate & Digital Services
Direct **s9(2)(a)**
L4 National Office | 19 Aitken Street
www.justice.govt.nz

Mon Tues Wed Thur Fri



From: craig.nolte@fujitsu.com <craig.nolte@fujitsu.com>
Sent: Wednesday, 23 November 2022 4:21 pm
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; licensing@nz.fujitsu.com
Cc: ITPROUREMENT <ITPROCUREMENT@justice.govt.nz>
Subject: RE: Quote
Importance: High

Hi Emily,

Thank you for your email and my apologies, I dropped this one in my cue. Would you be kind enough to review the attached quote as requested. Please see table below for Power Automate per user plan limitations.

License	Power platform limits/day
Power Automate per flow plan - s9(2)(b)(ii) for 5 flows/month	Actual limit -250K/flow Transition period limit - 500K/flow
Power Automate per user plan - s9(2)(b)(a) user/month	Actual limit- 40K Transition period limit -100K
Power Automate Per User with Attended RPA plans - s9(2)(b)(ii) user/month	Actual limit- 40K Transition period limit -100K
Office 365 plan	Actual limit - 6K Transition period limit -10K
Power Apps Per User plans	Actual limit- 40K Transition period limit -100K
Power Apps Per App plan	Actual limit- 6K Transition period limit -10K
Dynamics Team member	Actual limit- 5K Transition period limit -100K
Dynamics 365 Professional ¹	Actual limit- 40K Transition period limit -100K
Dynamics 365 Enterprise applications ²	Actual limit- 40K Transition period limit -100K

The 24 hour limit is based on the per user or per flow license. If a user has a Power Automate per user plan, they can make 40,000 Power Platform requests across all of their flows in a tenant within a 24 hour period. This includes requests the platform makes to third party connectors too.

I hope that this assists you.

Kind regards
 Craig

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From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Wednesday, 23 November 2022 4:07 pm
To: Nolte, Craig <craig.nolte@fujitsu.com>; licensing@nz.fujitsu.com
Cc: ITPROUREMENT <ITPROCUREMENT@justice.govt.nz>
Subject: RE: Quote

Kia ora Craig,

Chasing this one – when can we expect the quote?

Ngā Manaakitanga,
Emily



Emily Edmanson ([she/her](#))
Software & License Analyst | Digital Office - Foundation Services
Corporate & Digital Services
Direct **s9(2)(a)**
L4 National Office | 19 Aitken Street
www.justice.govt.nz
Mon Tues Wed Thur Fri
A row of five icons representing days of the week: a house icon for Monday, a green checkmark for Tuesday, a green checkmark for Wednesday, a house icon for Thursday, and a green checkmark for Friday.

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Thursday, 17 November 2022 2:16 pm
To: craig.nolte@fujitsu.com; licensing@nz.fujitsu.com
Cc: ITPROUREMENT <ITPROCUREMENT@justice.govt.nz>
Subject: FW: Quote
Importance: High

Kia ora team,

Can I please get a quote for 5 x PowerAutomate Per User plan licenses?

As usual, can you please provide any supporting information or considerations that are relevant to these licenses.

Ngā Manaakitanga
Emily



Emily Edmanson ([she/her](#))
Software & License Analyst | Digital Office - Foundation Services
Corporate & Digital Services
Direct **s9(2)(a)**
L4 National Office | 19 Aitken Street
www.justice.govt.nz
Mon Tues Wed Thur Fri
A row of five icons representing days of the week: a house icon for Monday, a green checkmark for Tuesday, a green checkmark for Wednesday, a house icon for Thursday, and a green checkmark for Friday.

From: Green, Shannan <Shannan.Green@justice.govt.nz>
Sent: Thursday, 10 November 2022 3:39 pm
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Cc: Dawidowski, Sven <Sven.Dawidowski@justice.govt.nz>
Subject: Quote

Hey Emily

Could I please grab a quote for 5 x PowerAutomate Per User plan?

Orchestra (new self-service tool) requires premium connectors to function.

Thanks!



Shannan Green

Technical Product Lead
Ministry of Justice | Tāhū o te Ture

Ms9(2)(a)

Justice Centre | 19 Aitken Street | Wellington

Shannan.Green@justice.govt.nz | justice.govt.nz



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From: [Edmanson, Emily](#)
To: [Shannan Green](#)
Cc: [Dawidowski, Sven](#)
Subject: RE: Quote
Date: Tuesday, 17 January 2023 11:37:00 am
Attachments: [image002.png](#)
[image005.png](#)
[image006.png](#)

I only know of the project code 01114? Let me see if I can find anything more

From: Shannan Green <Shannan.Green@justice.govt.nz>
Sent: Tuesday, 17 January 2023 11:37 am
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Cc: Dawidowski, Sven <Sven.Dawidowski@justice.govt.nz>
Subject: RE: Quote

Unfortunately Sven is away sick, have we sent it to you in the past?

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Tuesday, 17 January 2023 11:36 am
To: Shannan Green <Shannan.Green@justice.govt.nz>
Cc: Dawidowski, Sven <Sven.Dawidowski@justice.govt.nz>
Subject: RE: Quote

Sweet, thank you Shannan. I'll wait for the RC

From: Shannan Green <Shannan.Green@justice.govt.nz>
Sent: Monday, 16 January 2023 4:47 pm
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Cc: Dawidowski, Sven <Sven.Dawidowski@justice.govt.nz>
Subject: RE: Quote

Ah ok thanks.

I'll leave the RC code up to Sven.

These will be used to run the PowerAutomate flows using service accounts for P3M and Orchestry. Our M365 licences do not cover the use of premium connectors such as the ones used for Orchestry.

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Monday, 16 January 2023 4:34 pm
To: Shannan Green <Shannan.Green@justice.govt.nz>
Cc: Dawidowski, Sven <Sven.Dawidowski@justice.govt.nz>
Subject: RE: Quote

Hey Shannan,

Getting a refreshed quote as it expired. What's the RC to code against and brief description on what these licenses will be used for please?

Ngā Manaakitanga,
Emily



Emily Edmanson ([she/her](#))

Software & License Analyst | Digital Office - Foundation Services

Corporate & Digital Services

Direct **s9(2)(a)**

L4 National Office | 19 Aitken Street

www.justice.govt.nz

Mon Tues Wed Thur Fri



From: Shannan, Green <Shannan.Green@justice.govt.nz>

Sent: Tuesday, 20 December 2022 3:58 pm

To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>

Cc: Dawidowski, Sven <Sven.Dawidowski@justice.govt.nz>

Subject: RE: Quote

Thanks for this Emily.

Can we please progress this when we can (I assume in the new year lol)

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>

Sent: Thursday, 24 November 2022 10:19 am

To: Green, Shannan <Shannan.Green@justice.govt.nz>

Cc: Dawidowski, Sven <Sven.Dawidowski@justice.govt.nz>

Subject: RE: Quote

Kia ora Shannan,

Please find attached quote for 5x Power Automate Per User licenses.

The Power Automate Per User license plan allows for 40,000 Power Platform requests across all of their flows in a tenant within a 24 hour period. This includes requests the platform makes to third party connectors too. The 24 hour limit is based on the per user or per flow license. Below is a table showing the product and limitations.

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License	Power platform limits/day
Power Automate per flow plan - for 5 flows/month <small>s9(2)(b)(ii)</small>	Actual limit -250K/flow Transition period limit - 500K/flow
Power Automate per user plan - /user/month <small>s9(2)(b)(ii)</small>	Actual limit- 40K Transition period limit -100K
Power Automate Per User with Attended RPA plans - user/month <small>s9(2)(b)(ii)</small>	Actual limit- 40K Transition period limit -100K
Office 365 plan	Actual limit - 6K Transition period limit -10K
Power Apps Per User plans	Actual limit- 40K Transition period limit -100K
Power Apps Per App plan	Actual limit- 6K Transition period limit -10K
Dynamics Team member	Actual limit- 5K Transition period limit -100K
Dynamics 365 Professional ¹	Actual limit- 40K Transition period limit -100K
Dynamics 365 Enterprise applications ²	Actual limit- 40K Transition period limit -100K

If you wish to proceed, please let me know so I can raise the request on your behalf. Please also provide the RC and business justification so I can include this in the request 😊

Ngā Manaakitanga,
Emily



Emily Edmanson [\(she/her\)](#)
 Software & License Analyst | Digital Office - Foundation Services
 Corporate & Digital Services
 Direct s9(2)(a)
 L4 National Office | 19 Aitken Street
www.justice.govt.nz
 Mon Tues Wed Thur Fri

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Thursday, 17 November 2022 2:15 pm
To: Green, Shannan <Shannan.Green@justice.govt.nz>
Cc: Dawidowski, Sven <Sven.Dawidowski@justice.govt.nz>

Subject: RE: Quote

Hey Shannan,

Thanks for the reminder – sorting this one out now 😊

Ngā Manaakitanga,
Emily



Emily Edmanson ([she/her](#))
Software & License Analyst | Digital Office - Foundation Services
Corporate & Digital Services
Direct **s9(2)(a)**
L4 National Office | 19 Aitken Street
www.justice.govt.nz
Mon Tues Wed Thur Fri

From: Green, Shannan <Shannan.Green@justice.govt.nz>

Sent: Thursday, 10 November 2022 3:39 pm

To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>

Cc: Dawidowski, Sven <Sven.Dawidowski@justice.govt.nz>

Subject: Quote

Hey Emily

Could I please grab a quote for 5 x PowerAutomate Per User plan?

Orchestra (new self-service tool) requires premium connectors to function.

Thanks!



Shannan Green
Technical Product Lead
Ministry of Justice | Tāhū o te Ture
Ms9(2)(a)
Justice Centre | 19 Aitken Street | Wellington
Shannan.Green@justice.govt.nz | justice.govt.nz
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Ministry of Justice	RITM: 1031997
Location: National Office	This order No. is to be shown on all relevant packages, delivery notes, consignment notes and invoices
Purchase Order: Software	

To:	Please supply the under-mentioned goods to:
Fujitsu NZ Limited PO Box 3547 Wellington New Zealand Attn: Vendor reference: QT138881	National Office - Justice Centre Level 3, Justice Centre, 16 Kate Wellington 6011 Deliver To: Al Cottle

Qty	Vendor Part	Item	Price	Amount
30	CFQ7TTC0LFLZ:0002	Microsoft 365 E5 (NCE COM MTH)	s9(2)(b)(ii)	s9(2)(b)(ii)
			Sub Total: \$NZD	s9(2)(b)(ii)
			GST @ 15%	s9(2)(b)(ii)
			Total	s9(2)(b)(ii)

Attn: 30x Microsoft 365 E5 licenses.

Financial Authority <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">RC</td> <td style="width: 30%;">Item</td> <td style="width: 40%;">Analysis</td> </tr> <tr> <td>87395</td> <td>3620</td> <td>974152</td> </tr> </table> CAPEX	RC	Item	Analysis	87395	3620	974152	Signature: <u>PP: Al Cottle</u> Financial Authority: Michael Manttan Date: <u>09 March 2023</u>
RC	Item	Analysis					
87395	3620	974152					

Deliveries in accordance with this order will be taken as an acceptance of the terms hereon.

QUOTATION

Ministry of Justice

Level 3, Justice Centre 19 Aitkin Street
Wellington WGN 6011

Phone:

eMail: ITPROCUREMENT@justice.govt.nz

Account No: 103433

Attention: IT PROCUREMENT

Fujitsu New Zealand Limited

Quote #: QT138881

Date: 3/03/2023

Expiration: 17/02/2023

Renewal Contact: Licensing Operations

licensing@nz.fujitsu.com

Account Manager: Licensing Operations



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Microsoft NCE usage - Jan 23 - RITM1031997

Sku	Description	Quantity	Maintenance Start Date	Maintenance End Date	Unit Cost	Extended Total
CFQ7TTC0LFLZ:0002	Microsoft 365 E5 (NCE COM MTH) TENANT: corp.justice.govt.nz	30	12 January 2023	21 February 2023	s9(2)(b)(ii)	s9(2)(b)(ii)

Comments:

Total	s9(2)(b)(ii)
GST 15.00%	s9(2)(b)(ii)
Total (Incl GST)	s9(2)(b)(ii)

Terms and Conditions of this quote:

This quote is valid for 14 days unless notified otherwise. Prices are quoted in New Zealand Dollars. Prices do not include GST or freight. Should Fujitsu incur additional costs due to exchange fluctuations after the date of our price quotation, Fujitsu may alter our price accordingly. Unless otherwise agreed in writing between the parties, all products supplied by Fujitsu are provided in accordance with our Standard Terms and Conditions of Sale which are available upon request and are provided with the manufacturers' standard warranty unless otherwise specified. The Consumer Guarantees act 1993 will not apply to any goods or services acquired for business purposes. Fujitsu is required to comply with its obligations under NZ Privacy legislation. In the event that the software manufacturer requires any personal information about the Customer, Fujitsu will provide such information to the software manufacturer for the purposes of ensuring compliance with its licensing obligations.

Fujitsu New Zealand Limited

Head Office: Level 12, Fujitsu Tower, 141 The Terrace
PO Box 3547, Wellington
Phone: (64 4) 495 0700
Fax: (64 4) 495 0722



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From: [Licensing](#)
To: keryn.algie@fujitsu.com; [Licensing: TTPROUREMENT](#)
Cc: licensing@fujitsu.com
Subject: APPROVED RITM1031997: Justice M365 E5 via CSP - Need Quote for January 2023: 30x E5 Licenses
Date: Thursday, 9 March 2023 10:49:02 am
Attachments: [APPROVED_RITM1031997.pdf](#)
[image002.png](#)
[image015.png](#)

Hi Keryn

Please find attached an approved purchase order RITM1031997 to proceed with the purchase of 30x Microsoft 365 E5 licenses.

For billing purposes, please ensure both **RITM1031997** & **M87395** are clearly visible on the invoice.

Thanks very much.

Al.

From: keryn.algie@fujitsu.com <keryn.algie@fujitsu.com>
Sent: Friday, 3 March 2023 5:29 pm
To: Licensing <Licensing@justice.govt.nz>; craig.nolte@fujitsu.com
Cc: Rebecca.Niebla@fujitsu.com
Subject: RE: Justice M365 E5 via CSP - Need Quote for January 2023: 30x E5 Licenses

Hi Al,

There are two quotes for 100 licenses.
QT138414-v4 – this is for 100 licenses for January usage under the NCE program.
QT138414-v5 – My mistake, I did not change the usage dates. So this is for the 100 licenses under the legacy CSP program for February and future (which is cheaper than NCE). I corrected the usage dates and entered onto QT138952
Legacy CSP has now moved to NCE. So when new licenses are provisioned, they go under the NCE program
We were able to reach out to Ingram (our indirect Microsoft provider) and they were able to manually adjust this for you, keeping you on the CSP legacy program and pricing.

Now for the 30 licenses.

QT138881 – this is for the January usage that has been processed under RITM1031997 M87395. This is a pro-rata amount.
QT138951 – this is for February usage and will be the pricing moving forward

So the two that need POs are QT138414-v4 and QT138881
I'm loading February usage now and will need POs for QT138952 and QT13895

Hope this answers your questions, happy to have a call to explain further.

Thanks

Keryn Algie
Team Lead, Licensing Solutions
Ms9(2)(a)
keryn.algie@fujitsu.com

From: Licensing <Licensing@justice.govt.nz>
Sent: Thursday, 2 March 2023 1:54 pm
To: Algie, Keryn <keryn.algie@fujitsu.com>; Licens <Licensing@justice.govt.nz>; Nolte, Craig <craig.nolte@fujitsu.com>
Cc: Niebla, Rebecca <Rebecca.Niebla@fujitsu.com>
Subject: RE: Justice M365 E5 via CSP - Need Quote for January 2023: 30x E5 Licenses

Hi.

1. **QT138414 – This is the quote for your January usage. This was provisioned in November 2022 under the NCE agreement, so the pricing is a bit higher.**

In a previous email today (attached) I asked why I had 2 quotes with different amounts for the same thing.

100 x M365 E5-QT138414-v4.pdf from Craig.
QT138414-v5 from yourself.

In this response you have attached and referenced Craig's quote. Is his one the definitive quote? I.E. the one you issued is incorrect? I need to know which one is accurate so I can generate the purchase order.

2. **QT138951 – this is a quote for the 30 licenses for February Usage – we already processed January usage with the reference of RITM1031997 M87395. Let me know if this to be changed?**

I need the quote that was originally supplied to Emily for the January usage, not February. Although you have processed it already I need to generate the purchase order at this end as it wasn't done and I need to ensure that the dollar value I put in the purchase order equals what was processed. I do not have a copy of that quote as I am trying to clean up something that was done before I arrived. Can I please have a copy of that quote and not a new one for February which is of no use to me.

Thanks.

Al.

From: keryn.algie@fujitsu.com <keryn.algie@fujitsu.com>
Sent: Thursday, 2 March 2023 1:12 pm
To: Licensing <Licensing@justice.govt.nz>; craig.nolte@fujitsu.com
Cc: Rebecca.Niebla@fujitsu.com
Subject: RE: Justice M365 E5 via CSP - Need Quote for January 2023: 30x E5 Licenses

Hi Al,

Sorry this is a bit confusing, I will try my best to explain.

QT138414 – This is the quote for your January usage. This was provisioned in November 2022 under the NCE agreement, so the pricing is a bit higher.

We managed to work with Ingram and have this placed under the government CSP program instead, moving forward.

QT138952 – This quote shows the cost of the 100 licenses back on the CSP program. This is your price moving forward.

QT138951 – this is a quote for the 30 licenses for February Usage – we already processed January usage with the reference of **RITM103199** **M87395**. Let me know if this is to be changed?

Hope this makes sense.

Keryn Algie
Team Lead, Licensing Solutions
Ms9(2)(a)
keryn.algie@fujitsu.com

From: Licensing <Licensing@justice.govt.nz>
Sent: Thursday, 2 March 2023 12:07 pm
To: Algie, Keryn <keryn.algie@fujitsu.com>; Nolte, Craig <craig.nolte@fujitsu.com>
Cc: Niebla, Rebecca <Rebecca.Niebla@fujitsu.com>; Licensing <Licensing@justice.govt.nz>
Subject: RE: Justice M365 E5 via CSP - Need Quote for January 2023: 30x E5 Licenses

Hi.

With regards to this request we received a copy of the quote for the 100 E5 licences for November but nothing for the 30x E5 licenses for January.

Could I have a copy of the quote for the January 30 please?

Thanks very much.

Al.

From: keryn.algie@fujitsu.com <keryn.algie@fujitsu.com>
Sent: Tuesday, 28 February 2023 6:45 pm
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; Cottle, Al <Al.Cottle@justice.govt.nz>; Tisch, Alana <Alana.Tisch@justice.govt.nz>; charlie.stainton@fujitsu.com; craig.nolte@fujitsu.com
Cc: Rebecca.Niebla@fujitsu.com; Licensing <Licensing@justice.govt.nz>
Subject: RE: Justice M365 E5 via CSP

Evening all,

Please find attached the quote for the 100 licenses as requested.

Let me know if you need anything further

Thanks

Keryn Algie
Team Lead, Licensing Solutions
Ms9(2)(a)
keryn.algie@fujitsu.com

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Tuesday, 28 February 2023 4:30 pm
To: Cottle, Al <Al.Cottle@justice.govt.nz>; Tisch, Alana <Alana.Tisch@justice.govt.nz>; Stainton, Charlie <charlie.stainton@fujitsu.com>; Nolte, Craig <craig.nolte@fujitsu.com>; Algie, Keryn <keryn.algie@fujitsu.com>
Cc: Niebla, Rebecca <Rebecca.Niebla@fujitsu.com>; Licensing <Licensing@justice.govt.nz>
Subject: RE: Justice M365 E5 via CSP

Hi Al/Alana,

Retrospective purchase orders need to be provided to Fujitsu Licensing for the additional licenses purchased in November 2022 and January 2023.

- November 2022: 100 E5 Licenses (CSP) – no IT request raised
- January 2023: 30 E5 Licenses (CSP) – RITM1031997 already raised (use as PO number)

These licenses should be coded to RC 87088. ^{s9(2)(b)(i)} per license, per month to be multiplied by the number of licenses, to calculate the total monthly cost for each bunch of licenses purchased.

[@keryn.algie@fujitsu.com](mailto:keryn.algie@fujitsu.com) please organise the retrospective quotes for billing purposes so Al can link to the IT requests and provide the PO's.

Essentially all that needs to happen is a reconcile of the uplift in E5 (CSP) licenses to ensure we have record of this on both Fuj and MoJ ends. That way, when Fujitsu invoice us on a monthly basis they can code to the appropriate RITM and RC.

Please remove me from these email threads moving forward.

Ngā Manaakitanga,
Emily



Emily Edmanson [\(she/her\)](#)
Senior Advisor | Digital Office – Strategy & Performance
Corporate & Digital Services
Direct [s9\(2\)\(a\)](#)
L4 National Office | 19 Aitken Street
www.justice.govt.nz
Mon Tues Wed Thur Fri
✓✓✓✓✓

From: Cottle, Al <Al.Cottle@justice.govt.nz>
Sent: Tuesday, 28 February 2023 11:31 am
To: Tisch, Alana <Alana.Tisch@justice.govt.nz>; charlie.stainton@fujitsu.com; craig.nolte@fujitsu.com
Cc: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; keryn.algie@fujitsu.com; Rebecca.Niebla@fujitsu.com
Subject: RE: Justice M365 E5 via CSP

Hi.

Yes I will take care of it now I have someone assuming responsibility for the request.

Thanks.

Al.

From: Tisch, Alana <Alana.Tisch@justice.govt.nz>
Sent: Tuesday, 28 February 2023 11:21 am
To: charlie.stainton@fujitsu.com; craig.nolte@fujitsu.com; Cottle, Al <Al.Cottle@justice.govt.nz>
Cc: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; keryn.algie@fujitsu.com; Rebecca.Niebla@fujitsu.com
Subject: RE: Justice M365 E5 via CSP

Hi Charlie

Yes that is fine. [@Cottle, Al](#) are you sorting a PO?

Cheers



Alana Tisch
Service Level Incident Manager
Corporate & Digital Services
Ministry of Justice | Tāhū o te Ture
L4 Justice Centre | Wellington
Cellphone [s9\(2\)\(a\)](#)
alana.tisch@justice.govt.nz | www.justice.govt.nz

From: charlie.stainton@fujitsu.com <charlie.stainton@fujitsu.com>
Sent: Tuesday, 28 February 2023 10:02 am
To: craig.nolte@fujitsu.com; Cottle, Al <Al.Cottle@justice.govt.nz>; Tisch, Alana <Alana.Tisch@justice.govt.nz>
Cc: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; keryn.algie@fujitsu.com; Rebecca.Niebla@fujitsu.com
Subject: RE: Justice M365 E5 via CSP

Hey Alana,

As discussed, could you please confirm you're happy to take ownership of this on the MOJ side?

100 e5 licenses

Ngā Mihi,

Charlie Stainton
Digital Experience Manager

Fujitsu New Zealand Limited
Level 12, Fujitsu Tower, 141 The Terrace, Wellington, New Zealand 6011
Tel: +64 8 09641 [Ms9\(2\)\(a\)](#)
charlie.stainton@fujitsu.com
fujitsu.com



From: Stainton, Charlie
Sent: Monday, 27 February 2023 12:01 pm
To: Nolte, Craig <craig.nolte@fujitsu.com>; Cottle, Al <Al.Cottle@justice.govt.nz>
Cc: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; Angela Jelaca <Angela.Jelaca@justice.govt.nz>; Algie, Keryn <keryn.algie@fujitsu.com>; Niebla, Rebecca <rebecca.niebla@fujitsu.com>
Subject: RE: Justice M365 E5 via CSP

Hey Al,

Could you please sort an PO for the below?

Ngā Mihi,

Charlie Stainton
Digital Experience Manager

Fujitsu New Zealand Limited
Level 12, Fujitsu Tower, 141 The Terrace, Wellington, New Zealand 6011
T +64 4 890 9641 Ms9(2)(a)
charlie.stainton@fujitsu.com
fujitsu.com



From: Nolte, Craig <craig.nolte@fujitsu.com>
Sent: Monday, 27 February 2023 9:48 am
To: Stainton, Charlie <charlie.stainton@fujitsu.com>
Cc: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; Angela Jelaca <Angela.Jelaca@justice.govt.nz>; Algie, Keryn <keryn.algie@fujitsu.com>; Niebla, Rebecca <Rebecca.Niebla@fujitsu.com>
Subject: RE: Justice M365 E5 via CSP
Importance: High

Good Morning Charlie,

I hope that you are keeping well. As per your request on behalf of MoJ, specifically for the 100 x M365 E5 licenses that were assigned to Justice's tenant, Fujitsu have not received a PO from MoJ, would you be kind enough to follow this up with MoJ? Thank you.

Kind regards
Craig

From: Stainton, Charlie <charlie.stainton@fujitsu.com>
Sent: Friday, 13 January 2023 9:50 am
To: Niebla, Rebecca <Rebecca.Niebla@fujitsu.com>
Cc: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; Nolte, Craig <craig.nolte@fujitsu.com>; Angela Jelaca <Angela.Jelaca@justice.govt.nz>
Subject: RE: Justice M365 E5 via CSP

Hi Rebecca,

Apologies for springing this on you, MOJ have run out again so are requesting an additional 30 licenses. We're in the same situation where Emily is not currently in the office. Could this please be actioned? Emily should hopefully be back in the office on Monday.

See below for the details: REQ0986400 - RI M1031997

User Details

* Requested for	Angela Jelaca	Requestor First Name	Angela
Requestor Middle Name		Requestor Last Name	Jelaca
Requestor Email	Angela.Jelaca@justice.govt.nz	Requestor Contact No	s9(2)(a)
Requestor Employee Number	Out of scope	* Requestor Location	National Office - Justice Centre
Contact Type	Self-service		
* User's RC or project Code (Note this must be a valid RC code)	87395		

Please provide detailed description of your request:
request for Fujitsu to purchase an additional 30 Microsoft e5 CSP Microsoft licenses.

Please provide any additional information in relation to your request:
we are currently out of e5 licenses and these are required to enable new starters to access Microsoft applications.

Ngā Mihi,

Charlie Stainton
Digital Experience Manager

Fujitsu New Zealand Limited
Level 12, Fujitsu Tower, 141 The Terrace, Wellington, New Zealand 6011
T +64 4 890 9641 Ms9(2)(a)
charlie.stainton@fujitsu.com
fujitsu.com



RELEASED UNDER THE OFFICIAL INFORMATION ACT 1982

From: [Edmanson Emily](#)
To: [Ranjit Shivani](#)
Cc: [Monkhouse Jason](#)
Subject: RE: Microsoft 365 E5 additional licenses
Date: Tuesday, 24 January 2023 3:20:00 pm
Attachments: [image002.png](#)

Hey Shivani,

Appreciate that, thank you. RITM's should've been raised at the time of processing.

I'll raise retrospective requests – when do you need these by?

Ngā Manaakitanga,
Emily



Emily Edmanson ([she/her](#))

Software & License Analyst | Digital Office – Foundation Services

Corporate & Digital Services

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L4 National Office | 19 Aitken Street

www.justice.govt.nz

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From: Ranjit, Shivani <Shivani.Ranjit@justice.govt.nz>
Sent: Tuesday, 24 January 2023 3:15 pm
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Cc: Monkhouse, Jason <Jason.Monkhouse@justice.govt.nz>
Subject: RE: Microsoft 365 E5 additional licenses

Hi Emily,

Below are the ITSC/RITM (in red) that we have been provided:

- November 2021: 50 - **ITSC: 245385**
- March 2022: 80 - **ITSC 252750**
- September 2022: 100 - **RITM0974152**

We are missing RITMs for the following:

- November 2022: 100
- January 2023: 30

The RITM numbers are critical for processing invoices.

Ngā mihi,



Shivani Ranjit

Contracts Support | ICT Supply & Operations

Shivani.Ranjit@justice.govt.nz

www.justice.govt.nz

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Tuesday, 24 January 2023 2:44 pm
To: Ranjit, Shivani <Shivani.Ranjit@justice.govt.nz>
Cc: Monkhouse, Jason <Jason.Monkhouse@justice.govt.nz>
Subject: RE: Microsoft 365 E5 additional licenses

Hey Shivani,

Which ones? I don't think any PO was raised for the 100 in November and 30 in January just gone – these were processed by the team (Larz/Ange/Fujitsu) as I was on annual leave and don't think anyone sorted that side of things.

How critical is it for forecasting/tracking spreadsheet?

Ngā Manaakitanga,
Emily



Emily Edmanson ([she/her](#))

Software & License Analyst | Digital Office - Foundation Services
Corporate & Digital Services

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Mon Tues Wed Thur Fri



From: Ranjit, Shivani <Shivani.Ranjit@justice.govt.nz>
Sent: Tuesday, 24 January 2023 2:41 pm
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Cc: Monkhouse, Jason <Jason.Monkhouse@justice.govt.nz>
Subject: RE: Microsoft 365 E5 additional licenses

Hi Emily,

Thanks for clarifying. Can I please get the RITM pertaining to the additional licenses?

Ngā mihi,



Shivani Ranjit

Contracts Support | ICT Supply & Operations

Shivani.Ranjit@justice.govt.nz

www.justice.govt.nz

Ministry of Justice	RITM: 1055616
Location: National Office	This order No. is to be shown on all relevant packages, delivery notes, consignment notes and invoices
Purchase Order: Software	

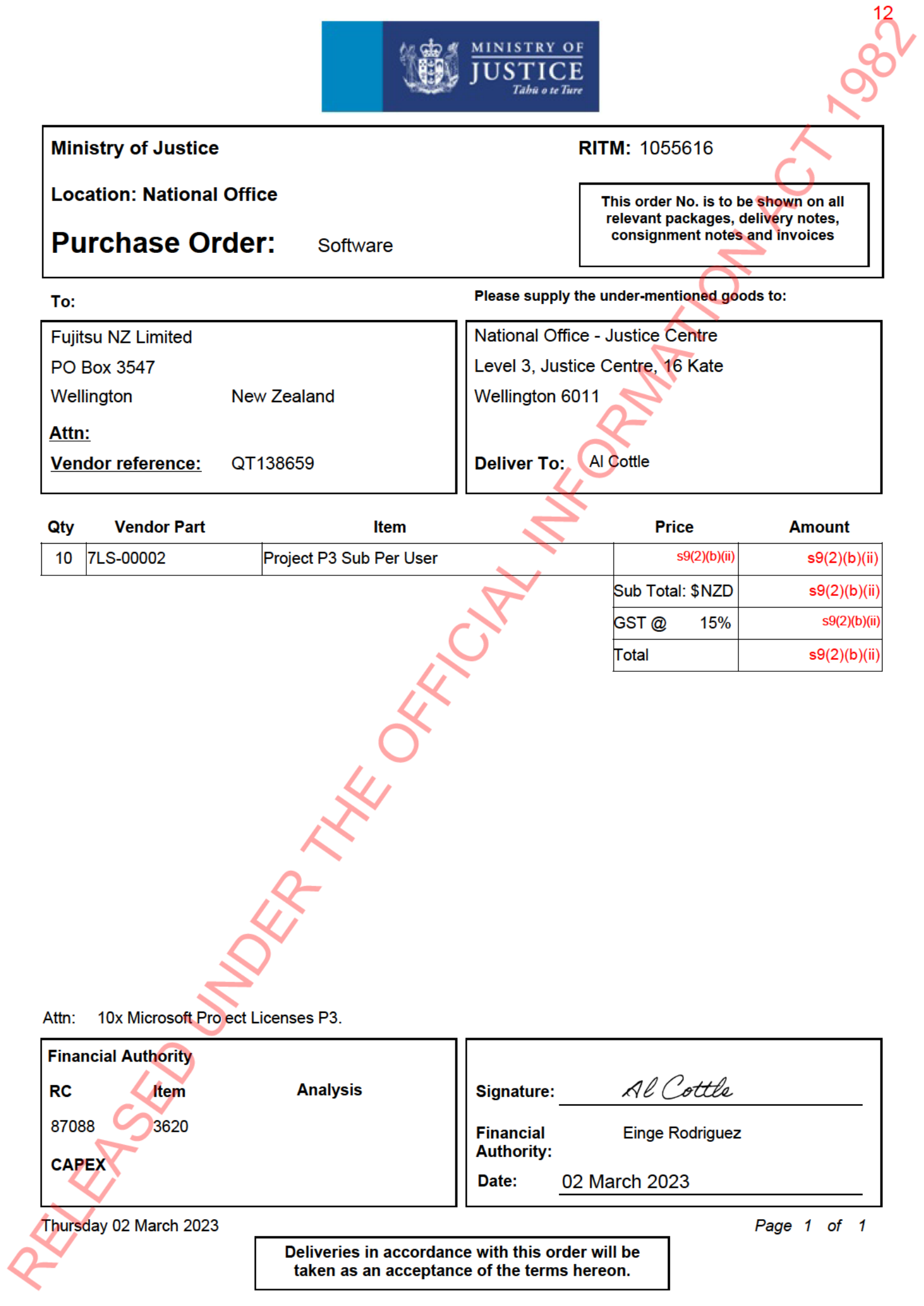
To:	Please supply the under-mentioned goods to:
Fujitsu NZ Limited PO Box 3547 Wellington New Zealand Attn: Vendor reference: QT138659	National Office - Justice Centre Level 3, Justice Centre, 16 Kate Wellington 6011 Deliver To: Al Cottle

Qty	Vendor Part	Item	Price	Amount
10	7LS-00002	Project P3 Sub Per User	s9(2)(b)(ii)	s9(2)(b)(ii)
			Sub Total: \$NZD	s9(2)(b)(ii)
			GST @ 15%	s9(2)(b)(ii)
			Total	s9(2)(b)(ii)

Attn: 10x Microsoft Project Licenses P3.

Financial Authority <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">RC</td> <td style="width: 30%;">Item</td> <td style="width: 40%;">Analysis</td> </tr> <tr> <td>87088</td> <td>3620</td> <td></td> </tr> <tr> <td colspan="3">CAPEX</td> </tr> </table>	RC	Item	Analysis	87088	3620		CAPEX			Signature: <u>Al Cottle</u> Financial Authority: Einge Rodriguez Date: <u>02 March 2023</u>
RC	Item	Analysis								
87088	3620									
CAPEX										

Deliveries in accordance with this order will be taken as an acceptance of the terms hereon.



QUOTATION

Ministry of Justice

Level 3, Justice Centre 19 Aitkin Street
Wellington WGN 6011

Phone:

eMail: ITPROCUREMENT@justice.govt.nz

Account No: 103433

Attention: IT PROCUREMENT

Fujitsu New Zealand Limited

Quote #: QT138659

Date: 24/02/2023

Expiration: 7/03/2023

Renewal Contact: Licensing Operations

licensing@nz.fujitsu.com

Account Manager: Craig Nolte



shaping tomorrow with you

Project Plan 3

Sku	Description	Quantity	Maintenance Start Date	Maintenance End Date	Unit Cost	Extended Total
7LS-00002	Project P3 Sub Per User	10	1 March 2023	30 September 2023	s9(2)(b)(ii)	s9(2)(b)(ii)
Comments: Agreement number - 66494483					Total	s9(2)(b)(ii)
					GST 15.00%	s9(2)(b)(ii)
					Total (Incl GST)	s9(2)(b)(ii)

Terms and Conditions of this quote:

This quote is valid for 14 days unless notified otherwise. Prices are quoted in New Zealand Dollars. Prices do not include GST or freight. Should Fujitsu incur additional costs due to exchange fluctuations after the date of our price quotation, Fujitsu may alter our price accordingly. Unless otherwise agreed in writing between the parties, all products supplied by Fujitsu are provided in accordance with our Standard Terms and Conditions of Sale which are available upon request and are provided with the manufacturers' standard warranty unless otherwise specified. The Consumer Guarantees act 1993 will not apply to any goods or services acquired for business purposes. Fujitsu is required to comply with its obligations under NZ Privacy legislation. In the event that the software manufacturer requires any personal information about the Customer, Fujitsu will provide such information to the software manufacturer for the purposes of ensuring compliance with its licensing obligations.

Fujitsu New Zealand Limited

Head Office: Level 12, Fujitsu Tower, 141 The Terrace
PO Box 3547, Wellington
Phone: (64 4) 495 0700
Fax: (64 4) 495 0722



shaping tomorrow with you

From: [Licensing](#)
To: licensing@fujitsu.com
Cc: [Licensing](#); [Nolte, Craig](#); [ITPROCUREMENT](#)
Subject: APPROVED: RITM1055616 Microsoft Project Plan 3 - 10x Additional Licenses - QT138659
Date: Thursday, 2 March 2023 9:34:31 am
Attachments: [RITM1055616 APPROVED.pdf](#)
[image011.png](#)
[image013.png](#)

Hi Anna Marie

Please find attached an approved purchase order RITM1055616 to proceed with our purchase of 10 additional Project licenses.

For billing purposes, please ensure both **RITM1055616** & **M87088** are clearly visible on the invoice.

Thanks very much.

Al Cottle

Software and Licensing Analyst | Corporate & Digital Services
L4 National Office | 19 Aitken Street

DDI: +64 4 901 2788

www.justice.govt.nz



From: licensing@fujitsu.com <licensing@fujitsu.com>
Sent: Friday, 24 February 2023 1:18 pm
To: Cottle, Al <Al.Cottle@justice.govt.nz>
Cc: Licensing <Licensing@justice.govt.nz>; Nolte, Craig <craig.nolte@nz.fujitsu.com>
Subject: RE: Quote Req'd: Microsoft Project Plan 3 - 10x Additional Licenses - QT138659

Hi Al,

Good day.

Attached is the quote for 10x Microsoft Project Plan 3 under volume licensing.

Agreement number - 66494483

Thank you.

Regards,

Anna Marie Gempesaw

Sales Coordinator

Fujitsu New Zealand Limited

Level 12, Fujitsu Tower, 141 The Terrace, Wellington, New Zealand 6011

M s9(2)(a)

AnnaMarie.Gempesaw@fujitsu.com

fujitsu.com



From: Cottle, Al <Al.Cottle@justice.govt.nz>

Sent: Friday, 24 February 2023 8:40 am

To: Fujitsu Licensing <licensing@fujitsu.com>

Cc: Licensing <Licensing@justice.govt.nz>

Subject: RE: Quote Req'd: Microsoft Project Plan 3 - 10x Additional Licenses - QT138659

Hi.

Sorry. There's been a faux pas on my part. I should have requested this quote under volume licensing and not CSP.

Could this please be re-quoted?

My apologies.

Al.

From: licensing@fujitsu.com <licensing@fujitsu.com>

Sent: Tuesday, 21 February 2023 2:33 pm

To: Cottle, Al <Al.Cottle@justice.govt.nz>

Cc: Licensing <Licensing@justice.govt.nz>; licensing@fujitsu.com

Subject: RE: Quote Req'd: Microsoft Project Plan 3 - 10x Additional Licenses - QT138659

Hi Al,

Attached is the quote for 10x additional Microsoft Project P3 licenses.

Once approved, kindly confirm into which tenant would you like us the license to be provision.

Thank you

Regards,

Anna Marie Gempesaw

Sales Coordinator

Fujitsu New Zealand Limited

Level 12, Fujitsu Tower, 141 The Terrace, Wellington, New Zealand 6011

M s9(2)(a)

AnnaMarie.Gempesaw@fujitsu.com

fujitsu.com



From: Cottle, Al <Al.Cottle@justice.govt.nz>

Sent: Tuesday, 21 February 2023 10:50 am

To: Fujitsu Licensing <licensing@fujitsu.com>

Cc: Licensing <Licensing@justice.govt.nz>

Subject: Quote Req'd: Microsoft Project Plan 3 - 10x Additional Licenses

Hi.

Could I please have a quote for 10x additional Microsoft Project P3 licenses on the Ministry of Justice's CSP tenant?

Thanks very much.

Al Cottle

Software and Licensing Analyst | Corporate & Digital Services

L4 National Office | 19 Aitken Street

DDI: +64 4 901 2788

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From: [Rodriguez, Einge](#)
To: [Monkhouse, Jason](#); [Cottle, Al](#)
Cc: [Dawidowski, Sven](#); [Lanka, Bharat](#)
Subject: FW: PS Project Online Licences
Date: Tuesday, 21 February 2023 3:34:07 pm
Attachments: [QT138659-v3.pdf](#)
[image001.png](#)
[image003.png](#)

Kia ora

Happy to proceed with this purchase of 10 Project Online licences. Please proceed with the request and I will approve when I receive it via ITSC.

[@Monkhouse, Jason](#) can I still make this month's forecast on this?

Thanks

Einge

From: Cottle, Al <Al.Cottle@justice.govt.nz>
Sent: Tuesday, 21 February 2023 2:37 pm
To: Rodriguez, Einge <Einge.Rodriguez@justice.govt.nz>
Subject: RE: PS Project Online Licences

Hi Einge

Quote attached for 10x Project licenses.

Thanks very much.

Al.

From: Rodriguez, Einge <Einge.Rodriguez@justice.govt.nz>
Sent: Tuesday, 21 February 2023 10:06 am
To: Cottle, Al <Al.Cottle@justice.govt.nz>; Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Cc: Jordan, Samantha <Samantha.Jordan@justice.govt.nz>; Licensing <Licensing@justice.govt.nz>;
Dawidowski, Sven <Sven.Dawidowski@justice.govt.nz>
Subject: RE: PS Project Online Licences

Kia ora Al

Thanks for this. I will check with Bronwyn if she is able to find more we can remove from the user list.

Also would be good if we can make these reports monthly – i.e. All user list report and a separate report on usage (for both on prem, and POL)

Immediate action is to re-assign the 5 licences you found and as agreed in our Teams call this morning, we will need to purchase additional licences.

Can you please give me a quote for 10 licences?

Thanks

Einge

From: Cottle, Al <Al.Cottle@justice.govt.nz>
Sent: Monday, 20 February 2023 3:44 pm
To: Rodriguez, Einge <Einge.Rodriguez@justice.govt.nz>; Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Cc: Jordan, Samantha <Samantha.Jordan@justice.govt.nz>; Licensing <Licensing@justice.govt.nz>; Dawidowski, Sven <Sven.Dawidowski@justice.govt.nz>
Subject: RE: PS Project Online Licences

Hi.

I have recovered 5 of the 6 possible licenses that were identified for recovery. The 6th one is still in use.

Thanks.


Al.

From: Rodriguez, Einge <Einge.Rodriguez@justice.govt.nz>
Sent: Monday, 20 February 2023 8:54 am
To: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>; Cottle, Al <Al.Cottle@justice.govt.nz>
Cc: Jordan, Samantha <Samantha.Jordan@justice.govt.nz>; Licensing <Licensing@justice.govt.nz>; Dawidowski, Sven <Sven.Dawidowski@justice.govt.nz>
Subject: PS Project Online Licences

Thanks for this Emily.

I have scanned the list and found 3 names who have already left the Ministry, and looks like weren't offboarded.

Some also have moved to a new role, and will need validation if they still need it. I've validated two.

[@Cottle, Al](#) Are you able to progress actions on this list?  [Project licensed users 20Feb23.xlsx](#)

If the person has moved to a role where POL is no longer required, we can re-assign licenses, right?

[@Cottle, Al](#) [@Edmanson, Emily](#) ?

Cheers
Einge

From: Edmanson, Emily <Emily.Edmanson@justice.govt.nz>
Sent: Friday 17 February 2023 5:49 pm
To: Rodriguez, Einge <Einge.Rodriguez@justice.govt.nz>; Cottle, Al <Al.Cottle@justice.govt.nz>
Cc: Jordan, Samantha <Samantha.Jordan@justice.govt.nz>; Licensing <Licensing@justice.govt.nz>
Subject: RE: MS Project License is revoked all of a sudden || Shane Spencer || Justice Centre.
Importance: High

Hi Einge,

Given the urgency on this – please find attached report of all licensed users for project incl. role and department (business unit).

Users in 'red' are identified as users waiting to inherit a license (total of 6). Note, Bronwyn Mullions has a P5 license so I'm not sure why she's waiting to inherit a P3 license? Unless it's been decided to downgrade her license.

Ngā Manaakitanga,
Emily



Emily Edmanson ([she/her](#))

Senior Advisor | Digital Office – Strategy & Performance
Corporate & Digital Services

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L4 National Office | 19 Aitken Street

www.justice.govt.nz

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From: Rodriguez, Einge <Einge.Rodriguez@justice.govt.nz>

Sent: Friday, 17 February 2023 4:10 pm

To: Cottle, Al <Al.Cottle@justice.govt.nz>

Cc: Jordan, Samantha <Samantha.Jordan@justice.govt.nz>; Edmanson, Emily <Emily.Edmanson@justice.govt.nz>

Subject: RE: MS Project License is revoked all of a sudden || Shane Spencer || Justice Centre.

Thanks Al

Are you able to send me a list of all users licenced, including business unit? Are you also able to share cleanup criteria i.e. last activity in both SCCM and POL?

We will need to purchase more to address the waitlist. Are you also able to give a quote for the number in our waitlist? DO you have a view of how many are waiting?

Thanks
Einge

From: Cottle, Al <Al.Cottle@justice.govt.nz>

Sent: Friday, 17 February 2023 3:14 pm

To: Rodriguez, Einge <Einge.Rodriguez@justice.govt.nz>

Subject: RE: MS Project License is revoked all of a sudden || Shane Spencer || Justice Centre.

Hi Einge.

Sorry for the delay. I have been through the cleanup process and unfortunately at this time there are no Project licenses we can recover.

Thanks.

Al.

From: Rodriguez, Einge <Einge.Rodriguez@justice.govt.nz>
Sent: Friday, 10 February 2023 4:29 pm
To: Spencer, Shane <Shane.Spencer@justice.govt.nz>; Hoare, AJ <AJ.Hoare@justice.govt.nz>; Fulbrook, Andy <Andy.Fulbrook@justice.govt.nz>; Cottle, Al <Al.Cottle@justice.govt.nz>
Cc: Dawidowski, Sven <Sven.Dawidowski@justice.govt.nz>
Subject: RE: MS Project License is revoked all of a sudden || Shane Spencer || Justice Centre.

Thanks. Yes, we have an ongoing issue of not having enough POL licences. Cleanup of unused licences will need to be done to re-allocate licences we have purchased.

[@Cottle, Al](#) Are you able to advise how long this cleanup process will take, which may help with the recommendation to purchase another batch, given the waitlist?

Kindly ensure than an ITSC is logged so that Al and Service Desk can address this as an incident.

Thanks
Einge

From: Spencer, Shane <Shane.Spencer@justice.govt.nz>
Sent: Friday, 10 February 2023 2:41 pm
To: Rodriguez, Einge <Einge.Rodriguez@justice.govt.nz>; Hoare, AJ <AJ.Hoare@justice.govt.nz>; Fulbrook, Andy <Andy.Fulbrook@justice.govt.nz>
Cc: Cottle, Al <Al.Cottle@justice.govt.nz>
Subject: RE: MS Project License is revoked all of a sudden || Shane Spencer || Justice Centre.

Hi Einge,

For some reason I have lost my access to Project Online, so cant make any updates....and it doesn't look like there will be a quick fix in getting my licence back (that was incorrectly revoked)

Can you please help me get my Project Online access back?

[@Fulbrook, Andy](#) FYI

Thanks,
Shane

From: Cottle, Al <Al.Cottle@justice.govt.nz>
Sent: Friday, 10 February 2023 1:26 pm
To: Vaghela, Ankit <Ankit.Vaghela@justice.govt.nz>; Licensing <Licensing@justice.govt.nz>
Cc: Spencer, Shane <Shane.Spencer@justice.govt.nz>
Subject: RE: MS Project License is revoked all of a sudden || Shane Spencer || Justice Centre.

Hi.

I've taken a look at this and found the following.

Mark Robinson (REQ0988827), and Saleszni Lal (REQ0988831) have both been assigned Project licenses

however at this time there aren't any available for these accounts. They will receive a license when one becomes available from the existing pool.

I have taken a look at Shane Spencer and although the software is assigned in AD there is no Project license assigned to his account. I have confirmed that one was requested and approved (RITM1034548). I cannot comment as to why this is. I have reassigned a license to Shane however he will be in the same situation as Mark and Salesni and will have to wait until a license becomes available. I cannot tell you when this might be.

I believe that Einge Rodriguez manages the Office licensing so any queries regarding license availability should be directed there.

Note that access to a Project license gives you access to both the locally installed application and Project online.

Thanks.

Al.

From: Vaghela, Ankit <Ankit.Vaghela@justice.govt.nz>
Sent: Friday, 10 February 2023 9:09 am
To: Licensing <Licensing@justice.govt.nz>
Cc: Spencer, Shane <Shane.Spencer@justice.govt.nz>
Subject: RE: MS Project License is revoked all of a sudden || Shane Spencer || Justice Centre.

Hello Licensing team,

If you can look at this matter that would be highly appreciated.

From: Spencer, Shane <Shane.Spencer@justice.govt.nz>
Sent: Friday, 10 February 2023 8:58 am
To: Vaghela, Ankit <Ankit.Vaghela@justice.govt.nz>; ITPROUREMENT <ITPROCUREMENT@justice.govt.nz>
Cc: Spencer, Shane <Shane.Spencer@justice.govt.nz>
Subject: RE: MS Project License is revoked all of a sudden || Shane Spencer || Justice Centre.

Hi there,

I believe I have only lost access to Project Online, as I can still access Microsoft Project. I am the lead Project Manager and was attempting to provide access to two leads in my team to have access to Microsoft Project (but not Project Online), as they will be leading streams within my PCI Compliance Project.

Their details are Mark Robinson (REQ0988827), and Salesni Lal (REQ0988831) - it appears that there was a miscommunication, which has resulted in me losing my licence...and them still not having any access!

I did not select that it was a replacement person, and my access has been incorrectly revoked. As I am currently the only person in my team with the access/knowledge I need access back in order to complete my required Project Online updates for management/SteerCo - so need access ASAP

Thanks,
Shane

From: Vaghela, Ankit <Ankit.Vaghela@justice.govt.nz>
Sent: Thursday, 9 February 2023 11:59 am
To: ITPROUREMENT <ITPROCUREMENT@justice.govt.nz>
Cc: Spencer, Shane <Shane.Spencer@justice.govt.nz>
Subject: MS Project License is revoked all of a sudden || Shane Spencer || Justice Centre.

Hello licensing team.

Shane had the access to the MS Project until last week. But it seems to have been revoked since the start of this week.

- Shane had access to both Project App and Online but lost access to both.
- MS Project is ticked in the IDM.

Requesting you to check what has gone wrong.

Regards,

Ankit Vaghela

Whare Matihiko – Tech Bar | Ministry of Justice
Level 4 – KS, Justice Centre, 19 Aitken Street, Wellington Mobile:- s9(2)(a)

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Do BA's actually use MS Prof? they are members of Pol.

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Row Labels	Count of First Name
Ātea a Rangi	4
Corporate & Digital Services	104
NA	3
Operations & Service Delivery Group	89
Policy Group	6
Strategy, Governance & Finance	8
Te Arawhiti	6
Te Au Reka	4
Te Puna Aonui	1
Grand Total	225

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