



🔗 User guide MPN ID update



Last updated: February 16, 2023
Intcomex Cloud Operations



User guide—

MPN ID update
Process: Organization

Intcomex Cloud Operations





MPN ID update - Process: Organization

To update your organization's MPN ID, simply update a few fields in ICP. Start by clicking on your organization's name.

The screenshot shows the Intcomex Cloud user management interface. On the left, a 'COMPANY HIERARCHY' sidebar lists organizations, with 'ABBIE BOX S.A.C.' selected. The main area displays the user profile for 'admin@abbiebox.com' under the 'ABBIE BOX S.A.C.' organization. The user's details are organized into sections: NAME, LOGIN INFORMATION, and CONTACT INFORMATION. Each field has an edit icon.

COMPANY HIERARCHY

- ABBIE BOX S.A.C.
- CLOUDY TEAM
- ECOSITIO MARKET
- MAGICDUST BOX
- OINSAMED GROUP

ABBIE BOX S.A.C. > admin@abbiebox.com (339678)

admin@abbiebox.com

USER INFO | ADDITIONAL INFORMATION | AVAILABLE SERVICES | NOTIFICATIONS | SECURITY | AUDIT

NAME

First name	Arturo	✎
Last name	Bejarano	✎
Email	arturo.bejarano@intcomex.com	✎

LOGIN INFORMATION

Username	admin@abbiebox.com	✎
Primary identity	Internal	✎
Change password in next login	false	✎
Password expiration date		✎
Last login	2023-09-08 16:50 (UTC)	

CONTACT INFORMATION

Address	Ca. Los Negocios 448	✎
City	Surquillo	✎
Country	Peru	✎
Zip code	15494	✎
Phone		✎
Manager		✎
Fax		✎

NEW SERVICE | **TERMINATE** | **MOVE** | **CREDENTIALS TO THIS USER** | **RENAME** | **RESET PASSWORD**

<https://marketplacepe.intcomexcloud.com/#/Account/View/277881>



MPN ID update - Process: Organization

Next, click the pencil icon in the **MPN ID** field to edit it.

The screenshot shows the Intcomex Cloud interface for the organization 'ABBIE BOX S.A.C.'. The interface is divided into a left sidebar and a main content area. The sidebar shows a search for 'ABBIE BOX S.A.C.' with several results, including 'admin@abbiebox.com', 'billing@abbiebox.com', 'Marketplace Branding (store.marketplacelatam.cloud)', and 'Microsoft Organization tenant (abbiebox.onmicrosoft.com)'. The main content area displays the organization's details, including 'COMPANY DETAILS', 'CONTACT DETAILS', 'ACCOUNT INFORMATION', and 'PAYMENT DETAILS'. The 'MPN ID' field is highlighted in yellow, and a mouse cursor is clicking the pencil icon next to it.

COMPANY DETAILS	
Company name	ABBIE BOX S.A.C.
Domain	abbiebox.com
Numeric ID	734772
VAT ID	EMPTY
Parent numeric ID	700017
MPN ID	6390061
Invoice split by customer	false

CONTACT DETAILS	
Address	Ca. Los Negocios 448
City	Surquillo
Country	Peru
Zip code	15494
Email	arturo.bejarano@abbiebox.com
Contact phone	924950856
Contact person	Arturo Bejarano
Technical contact	
Technical contact email	

ACCOUNT INFORMATION	
Language	Spanish
Marketplaces	Marketplace 1 (8) Marketplace Azure Plan (8)

PAYMENT DETAILS	
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MPN ID update - Process: Organization

Enter the new MPN ID, then click the **blue checkmark** button.

The screenshot shows the Intcomex Cloud management interface for the organization 'ABBIE BOX S.A.C.'. The interface is divided into a left sidebar and a main content area. The sidebar shows a list of companies, with 'ABBIE BOX S.A.C.' selected. The main content area displays the organization's details, including company name, domain, numeric ID, VAT ID, parent numeric ID, and MPN ID. The MPN ID field is highlighted in yellow and contains the value '6395965'. A blue checkmark button is visible next to the MPN ID field, indicating that the update process is complete. The interface also includes tabs for Overview, Support, Available Services, Billing, Security, and Audit Log. The bottom of the interface features a '+ NEW' button.

COMPANY DETAILS		CONTACT DETAILS	
Company name	ABBIE BOX S.A.C.	Address	Ca. Los Negocios 448
Domain	abbiebox.com	City	Surquillo
Numeric ID	734772	Country	Peru
VAT ID	EMPTY	Zip code	15494
Parent numeric ID	700017	Email	arturo.bejarano@abbiebox.com
MPN ID	6395965	Contact phone	924950856
Invoice split by customer	false	Contact person	Arturo Bejarano
		Technical contact	
		Technical contact email	

ACCOUNT INFORMATION		PAYMENT DETAILS	
Language	Spanish		



MPN ID update – Steps to follow

Finally, click the **SAVE** button to confirm the change.

The screenshot shows the Intcomex Cloud portal interface for managing a company. The main content area displays the configuration for 'ABBIE BOX S.A.C.' with several sections:

- COMPANY DETAILS**

Company name	ABBIE BOX S.A.C.
Domain	abbiebox.com
Numeric ID	734772
VAT ID	EMPTY
Parent numeric ID	700017
MPN ID	6395965
Invoice split by customer	false
- CONTACT DETAILS**

Address	Ca. Los Negocios 448
City	Surquillo
Country	Peru
Zip code	15494
Email	arturo.bejarano@abbiebox.com
Contact phone	924950856
Contact person	Arturo Bejarano
Technical contact	
Technical contact email	
- ACCOUNT INFORMATION**

Language	Spanish
Marketplaces	Marketplace 1 (8) Marketplace Azure Plan (8)

At the bottom of the page, there are three buttons: '+ NEW', 'SAVE', and 'CANCEL'. The 'SAVE' button is highlighted with a yellow background and a hand cursor, indicating it is the next step to be taken.



User guide—

MPN ID update

Process: Tenant

Intcomex Cloud Operations





MPN ID update - Process: Tenant

If you need to update the MPN ID for an **already provisioned tenant**, first click on it to access its settings.

The screenshot displays the Intcomex Cloud management console. On the left, the 'COMPANY STRUCTURE' sidebar shows a search for 'INTERNATIONAL JELLY REST.' with three results: '(NCE) Exchange Online Kiosk (1)', 'Microsoft 365 Business Standard (1)', and 'Microsoft Organization tenant (ijellyrest.onmicrosoft.com)'. The main area shows the 'Microsoft Organization tenant' settings page, which is divided into 'COMPANY DETAILS' and 'CONTACT DETAILS' sections. The 'COMPANY DETAILS' section includes fields for Company name, Domain, Numeric ID, VAT ID, and Parent numeric ID. The 'CONTACT DETAILS' section includes fields for Address, City, Country, Zip code, Email, Contact phone, Contact person, Technical contact, Technical Account Manager, and Technical contact email. The bottom navigation bar contains icons for 'NEW SERVICE', 'TERMINATE', 'EXPORT', and 'CREDENTIALS TO ALL USERS'.

ABBIE BOX S.A.C. > INTERNATIONAL JELLY REST. > Microsoft Organization tenant (205015)

Microsoft Organization tenant

OVERVIEW AVAILABLE SERVICES BILLING SECURITY AUDIT LOG

COMPANY DETAILS

Company name	INTERNATIONAL JELLY REST.
Domain	ijellyrest.com
Numeric ID	717620
VAT ID	EMPTY
Parent numeric ID	716747

ACCOUNT INFORMATION

Language	English
Sales Manager	
Marketplaces	ABBIE BOX S.A.C. - Marketplace
CreateUserIdService	false

CONTACT DETAILS

Address	Av. Los Materiales 433
City	Lima
Country	Peru
Zip code	15494
Email	a.bejarano@ijellyrest.com
Contact phone	924950856
Contact person	Arturo Bejarano
Technical contact	
Technical Account Manager	
Technical contact email	



MPN ID update - Process: Tenant

Then, click the pencil icon next to the **MPN ID** field to edit it.

The screenshot shows the Intcomex Cloud interface for a Microsoft Organization tenant. The left sidebar shows the company structure with 'INTERNATIONAL JELLY REST.' expanded, listing services like '(NCE) Exchange Online Kiosk (1)', 'Microsoft 365 Business Standard (1)', and 'Microsoft Organization tenant (ijellyrest.onmicro)'. The main content area shows the tenant configuration details, including contact information and the 'Microsoft partner ID' field, which is highlighted in yellow and has a pencil icon next to it.

CONFIGURATION	LICENSE ANALYTICS	SERVICE INFO	AVAILABLE SERVICES	AUDIT LOG
	187ccda1091e&msppid=0&DAP=false#/BillingAccounts/partner-invitation			
GDAPinvitation	GDAP permissions for Cloud Marketplace base functionality have been granted. Current approval status is: Approved by endcustomer. Relationship Expires: 2025-05-21 19:01:13			
INDIRECT RESELLER INFO				
Microsoft partner ID				
BILLING				
Billing start date	2020-03-05 20:06 (UTC)			
Contract ID				

Primary contact first name	Arturo
Primary contact last name	Bejarano
Phone	924950856
Primary Contact Email Address	a.bejarano@ijellyrest.com
Microsoft Tenant Id	c092e3d0-e8dc-41fd-a272-c5a4699946ea
Postal Code	Lima
MCA signing status	Completed Customer Agreement



MPN ID update - Process: Tenant

Next, enter the new MPN ID and then click the **blue checkmark** button.

The screenshot shows the Intcomex Cloud interface for configuring a Microsoft Organization tenant. The left sidebar shows the company structure with 'INTERNATIONAL JELLY REST.' expanded, listing 'Microsoft Organization tenant (ijellyrest.onmicro)' as the selected item. The main content area displays the tenant configuration details, including contact information and billing information. A yellow callout box highlights the 'Microsoft partner ID' field, which contains the value '6395965'. A blue checkmark button is visible next to the input field, indicating the update process.

CONFIGURATION	LICENSE ANALYTICS	SERVICE INFO	AVAILABLE SERVICES	AUDIT LOG
GDAPinvitation	187ccda109re&msppid=0&DAP=false#/BillingAccounts/partner-invitation	GDAP permissions for Cloud Marketplace base functionality have been granted. Current approval status is: Approved by endcustomer. Relationship Expires: 2025-05-21 19:01:13	Primary contact first name : Arturo Primary contact last name : Bejarano Phone : 924950856 Primary Contact Email Address : a.bejarano@ijellyrest.com Microsoft Tenant Id : c092e3d0-e8dc-41fd-a272-c5a4699946ea Postal Code : Lima MCA signing status : Completed Customer Agreement	
INDIRECT RESELLER INFO				
Microsoft partner ID Enter your Microsoft partner ID to associate you with the subscriptions in this order.	6395965			
BILLING				
Billing start date	2020-03-05 20:06 (UTC)			
Contract ID				

+ NEW



MPN ID update - Process: Tenant

Finally, click the **SAVE** button to save the changes.

The screenshot displays the Intcomex Cloud interface for configuring a Microsoft Organization tenant. The breadcrumb path is: ABBIE BOX S.A.C. > INTERNATIONAL JELLY REST. > Microsoft Organization tenant (205015). The main title is "Microsoft Organization tenant".

The interface is divided into several sections:

- COMPANY STRUCTURE:** A sidebar on the left showing a tree view of companies. Under "INTERNATIONAL JELLY REST.", there are three items: "(NCE) Exchange Online Kiosk (1)", "Microsoft 365 Business Standard (1)", and "Microsoft Organization tenant (ijellyrest.onmicro)", which is currently selected.
- CONFIGURATION:** The active tab, showing a URL: `187ccda109re&msppid=0&DAP=false#/BillingAccounts/partner-invitation`.
- INDIRECT RESELLER INFO:** Contains the "Microsoft partner ID" field with the value "6395965".
- BILLING:** Contains the "Billing start date" field with the value "2020-03-05 20:06 (UTC)" and an empty "Contract ID" field.
- CONTACT INFORMATION:** A table on the right side of the configuration section.

Field	Value	Action
Primary contact first name	Arturo	Edit
Primary contact last name	Bejarano	Edit
Phone	924950856	Edit
Primary Contact Email Address	a.bejarano@ijellyrest.com	Edit
Microsoft Tenant Id	c092e3d0-e8dc-41fd-a272-c5a4699946ea	
Postal Code	Lima	Edit
MCA signing status	Completed Customer Agreement	

At the bottom of the interface, there are three buttons: "+ NEW", "SAVE", and "CANCEL".



User guide—

MPN ID update

Process: NCE subscription

Intcomex Cloud Operations





MPN ID update - Process: NCE subscription

If you need to update the MPN ID for an **already provisioned NCE subscription**, start by clicking on it to access its settings.

The screenshot displays the Intcomex Cloud portal interface. On the left, the 'COMPANY STRUCTURE' sidebar shows a tree view with 'INTERNATIONAL JELLY REST.' expanded, and '(NCE) Exchange Online Kiosk (1)' selected. The main content area shows the subscription details for '(NCE) Exchange Online Kiosk' under the account 'ABBIE BOX S.A.C. > INTERNATIONAL JELLY REST. > (NCE) Exchange Online Kiosk (393203)'. A blue banner at the top indicates 'This account has price protection till 2024-04-24 00:00 UTC'. Below this, the subscription name and breadcrumb are shown. Two summary cards display 'Cost' (1.73 \$ Monthly fee, 20.76 \$ Per 12 month(s)) and 'Selling price' (2.00 \$ Monthly fee, 24.00 \$ Per 12 month(s)). Navigation tabs include CONFIGURATION, SERVICE INFO, AVAILABLE SERVICES, and AUDIT LOG. The 'ORDER DETAILS' section contains a table with the following data:

Field	Value
Subscription Name	(NCE) Exchange Online Kiosk
Quantity	1
Billing Type	Monthly (with 1-year commitment) - P1Y
Microsoft Tenant Id	c092e3d0-e8dc-41fd-a272-c5a4699946ea
MPN ID (Reseller)	
OfferId	CFQ7TTC0LH0L:0001:Commercial

The 'CANCELLATION' section includes 'About cancellation' (Subscription cancellation is only allowed within 7 days from purchase moment or subscription renewal.) and 'Cancel until' (2023-05-01 15:53 (UTC)). The 'LICENSE REDUCTION' section includes 'About license reduction' (License reduction is only allowed within 7 days of purchasing new licenses on the subscription. View the total quantity currently eligible for reduction and the specific cancellation window below.). At the bottom, a navigation bar features icons for '+ NEW', 'NEW SERVICE', 'TERMINATE', 'RESET PRICE PROTECTION', 'MOVE', 'CHANGE STATUS', and 'UPGRADE'.



MPN ID update - Process: NCE subscription

Next, click the pencil icon next to the **MPN ID** field to edit it.

The screenshot displays the Intcomex Cloud portal interface. The top navigation bar includes the Intcomex Cloud logo, a search bar, and various utility icons. The main content area is titled '(NCE) Exchange Online Kiosk' and shows a summary of the subscription with cost and selling price details. Below this, there are tabs for CONFIGURATION, SERVICE INFO, AVAILABLE SERVICES, and AUDIT LOG. The ORDER DETAILS section is expanded, showing fields for Subscription Name, Quantity, Billing Type, Microsoft Tenant Id, MPN ID (Reseller), and OfferId. The MPN ID (Reseller) field is highlighted in yellow and has a pencil icon next to it, indicating it can be edited. The CANCELLATION and LICENSE REDUCTION sections provide additional information about the subscription's terms.

Cost	1.73 \$ Monthly fee	Selling price	2.00 \$ Monthly fee
20.76 \$	Per 12 month(s)	24.00 \$	Per 12 month(s)

Subscription Name	(NCE) Exchange Online Kiosk
Quantity	1
Billing Type	Monthly (with 1-year commitment) - P1Y
Microsoft Tenant Id	c092e3d0-e8dc-41fd-a272-c5a4699946ea
MPN ID (Reseller)	
OfferId	CFQ7TTC0LH0L:0001:Commercial

About cancellation	Subscription cancellation is only allowed within 7 days from purchase moment or subscription renewal.
Cancel until	2023-05-01 15:53 (UTC)

About license reduction	License reduction is only allowed within 7 days of purchasing new licenses on the subscription. View the total quantity currently eligible for reduction and the specific cancellation
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MPN ID update - Process: NCE subscription

Then, enter the new MPN ID and click the **blue checkmark** button.

The screenshot displays the Intcomex Cloud interface for a subscription. The top navigation bar includes the Intcomex Cloud logo, a search bar, and user profile options. The main content area shows the subscription details for '(NCE) Exchange Online Kiosk' under the account 'ABBIE BOX S.A.C. > INTERNATIONAL JELLY REST. > (NCE) Exchange Online Kiosk (393203)'. The subscription is highlighted in blue. The 'MPN ID (Reseller)' field is highlighted in yellow and contains the value '6395965'. A blue checkmark button is visible next to the field. The 'About license reduction' section is also visible, stating that license reduction is only allowed within 7 days of purchasing new licenses on the subscription.

Cost	1.73 \$ Monthly fee	Selling price	2.00 \$ Monthly fee
20.76 \$	Per 12 month(s)	24.00 \$	Per 12 month(s)

Subscription Name	(NCE) Exchange Online Kiosk
Quantity	1
Billing Type	Monthly (with 1-year commitment) - P1Y
Microsoft Tenant Id	c092e3d0-e8dc-41fd-a272-c5a4699946ea
MPN ID (Reseller)	6395965

About cancellation	Subscription cancellation is only allowed within 7 days from purchase moment or subscription renewal.
Cancel until	2023-05-01 15:53 (UTC)

About license reduction	License reduction is only allowed within 7 days of purchasing new licenses on the subscription. View the total quantity currently eligible for reduction and the specific cancellation
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MPN ID update - Process: NCE subscription

Finally, click the **SAVE** button to confirm the change.

The screenshot displays the Intcomex Cloud interface for configuring a subscription. The left sidebar shows the company structure with 'INTERNATIONAL JELLY REST.' selected, and '(NCE) Exchange Online Kiosk (1)' highlighted. The main content area shows the subscription details for '(NCE) Exchange Online Kiosk' under the account 'ABBIE BOX S.A.C. > INTERNATIONAL JELLY REST. > (NCE) Exchange Online Kiosk (393203)'. A blue banner at the top indicates 'This account has price protection till 2024-04-24 00:00 UTC'. The subscription details include a cost of 1.73 \$ (20.76 \$ per 12 months) and a selling price of 2.00 \$ (24.00 \$ per 12 months). The 'ORDER DETAILS' section shows the subscription name, quantity (1), billing type (Monthly with 1-year commitment - P1Y), Microsoft Tenant Id, MPN ID (Reseller) 6395965, and OfferId. The 'CANCELLATION' section provides information about cancellation and the cancellation date (2023-05-01 15:53 (UTC)). The 'LICENSE REDUCTION' section provides information about license reduction. At the bottom, there are buttons for '+ NEW', 'SAVE', and 'CANCEL'.

Cost	1.73 \$ Monthly fee	Selling price	2.00 \$ Monthly fee
20.76 \$	Per 12 month(s)	24.00 \$	Per 12 month(s)

Subscription Name	(NCE) Exchange Online Kiosk
Quantity	1
Billing Type	Monthly (with 1-year commitment) - P1Y
Microsoft Tenant Id	c092e3d0-e8dc-41fd-a272-c5a4699946ea
MPN ID (Reseller)	6395965
OfferId	CFQ7TTC0LH0L:0001:Com mercial

About cancellation	Subscription cancellation is only allowed within 7 days from purchase moment or subscription renewal.
Cancel until	2023-05-01 15:53 (UTC)

About license reduction	License reduction is only allowed within 7 days of purchasing new licenses on the subscription. View the total quantity currently eligible for reduction and the specific cancellation
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