



§ Manual de Usuario

Aceptar el MCA (Microsoft Customer Agreement)





Manual de Usuario—

Aceptar el MCA (Microsoft Customer Agreement)

Introducción

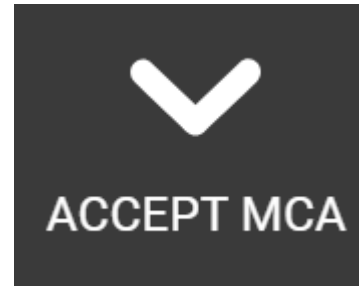
Intcomex Cloud Operations





Aceptar el MCA: Introducción

El Microsoft Customer Agreement (MCA) es un contrato simplificado que permite a los clientes adquirir productos y servicios en la nube de Microsoft de forma directa, digital y flexible.





Manual de Usuario—

Aceptar el MCA
Procedimiento

Intcomex Cloud Operations





Aceptar el MCA: Procedimiento

Como primer paso seleccionamos la cuenta del cliente final

INTCOMEX.COM Explore Marketplaces Quotes Orders Reports Search by account, service name... UTC Time English

COMPANY HIERARCHY

- Dupla Mix SA

Filter resellers and companies

- ABBIE BOX S.A.C.
 - AIR WICK
 - CLOUDY TEAM
 - Dupla Mix SA**
 - ERITECH PERU S.A.
 - Giga
 - Global access Digital
 - Global Access P
 - KIOSK STORE
 - LAIN AIRLINES SAC
 - MAGICDUST BOX
 - TRANSBER S.A.C.
 - uv defender anti fotoenvejecimiento anti brillo loreal paris international
 - uv defender anti fotoenvejecimiento anti brillo loreal paris international uv

ABBIE BOX S.A.C. > Dupla Mix SA (517800)

Dupla Mix SA

OVERVIEW AVAILABLE SERVICES BILLING SECURITY AUDIT LOG

COMPANY DETAILS

Company name	Dupla Mix SA
Domain	duplamix.com
Numeric ID	806751
VAT ID	EMPTY
Parent numeric ID	734772

ACCOUNT INFORMATION

Language	English
Sales Manager	
Marketplaces	ABBIE BOX - Marketplace
CreateUserIdService	false
Attachments	

CONTACT DETAILS

Address	peru
City	peru
Country	Peru
Zip code	00010
Email	mirma.gomez@intcomex.com
Contact phone	12345
Contact person	mirma
Technical contact	
Technical Account Manager	
Technical contact email	

PAYMENT DETAILS

Billing start date	2024-11-15 22:41 (UTC)
Currency	USD
Bank name	
Bank Identifier Code	
SWIFT code	
Account number	
IBAN	
Account name	
Branch code	
Registration number	

CONTRACT DETAILS

Contract ID	
Purchase Order Number	
Customer ID	
Company contract end date	2024-11-15 23:40 (UTC)

INVOICING

Reference number	
Terms of payments	14 days
VAT %	
Crefo number	

COMPANY DEMOGRAPHICS

Industry	
----------	--

+ NEW NEW SERVICE TERMINATE EXPORT CREDENTIALS TO ALL USERS



Aceptar el MCA: Procedimiento

Ahora seleccionamos el producto de "Microsoft Organization tenant"

The screenshot shows the Intcomex portal interface for configuring a Microsoft Organization tenant. The main content area is titled "Microsoft Organization tenant" and includes several sections:

- CUSTOMER RELATIONSHIPS:** Contains a "GDAP invitation" section with instructions on how to grant permissions and generate a new invitation URL.
- DEFAULT GDAP ROLES:** A table showing default settings for GDAP roles, including "Default GDAP Opt-in" (true), "About default GDAP roles" (Duration: 180 Days, Microsoft Entra roles: Directory Readers, Directory Writers, License Administrator, Service Support Administrator, User Administrator, Privileged Role Administrator, Privileged Authentication Administrator, Helpdesk Administrator, Cloud Application Administrator, Application Administrator, Global Reader), and "Auto extend" (true).
- CUSTOMER CONTACT INFORMATION:** A table showing "Country" (Peru) and "State" (peru).
- TENANT DETAILS:** A table listing various tenant attributes such as "Existing Office 365 customer" (false), "Primary domain name" (mixdupla.onmicrosoft.com), "Language" (Local), "Special Qualifications" (None), "Primary contact first name" (mirna), "Primary contact last name" (gomez), "Phone" (12345), "Primary Contact Email Address" (mirna.gomez@intcomex.com), "Microsoft Tenant Id" (d53d9410-6ecd-46d8-81a4-168758d61666), "Administrator User Name" (admin@mixdupla.onmicrosoft.com), "Initial Password" (LXfDEVxp5-), "Postal Code" (00010), "MCA signing status" (Completed Customer Agreement), "Require password change" (true), "Microsoft partner ID", "Billing start date" (2025-09-26 17:23 (UTC)), "Contract ID", and "Purchase Order Number".

The left-hand navigation menu shows the "COMPANY STRUCTURE" with "All companies" and "Filter subscriptions and users". Under "Dupla Mix SA", the "Microsoft Organization tenant (mixdupla.onmicrosoft.com)" is highlighted.

The bottom navigation bar includes a "+ NEW" button and several icons for actions: NEW SERVICE, TERMINATE, MOVE, ACCEPT MCA, CREATE GDAP INVITATION, INITIATE MCA ATTESTATION, and MIGRATE TO MCA.



Aceptar el MCA: Procedimiento

En la barra inferior seleccionamos la opción "Accept MCA"

The screenshot shows the Intcomex portal interface for a Microsoft Organization tenant. The top navigation bar includes 'Explore', 'Marketplaces', 'Quotes', 'Orders', and 'Reports'. The main content area is titled 'Microsoft Organization tenant' and contains several sections:

- CUSTOMER RELATIONSHIPS**: Includes a 'GDAPInvitation' section with instructions on how to grant permissions and generate a new invitation.
- DEFAULT GDAP ROLES**: A table showing 'Default GDAP Opt-in' (true) and 'About default GDAP roles' (180 Days, Microsoft Entra roles).
- CUSTOMER CONTACT INFORMATION**: A table showing 'Country' (Peru) and 'State' (peru).
- TENANT DETAILS**: A table with fields like 'Existing Office 365 customer' (false), 'Primary domain name' (mixdupla.onmicrosoft.com), 'Language' (Local), 'Special Qualifications' (None), 'Primary contact first name' (mirna), 'Primary contact last name' (gomez), 'Phone' (12345), 'Primary Contact Email Address' (mirna.gomez@intcomex.com), 'Microsoft Tenant Id' (d53d9410-6ecd-46d8-81a4-168758d61666), 'Administrator User Name' (admin@mixdupla.onmicrosoft.com), 'Initial Password' (LXFDEVxp5-), 'Postal Code' (00010), 'MCA signing status' (Completed Customer Agreement), and 'Require password change' (true).
- INDIRECT RESELLER INFO**: A table with 'Microsoft partner ID'.
- BILLING**: A table with 'Billing start date' (2025-09-26 17:23 (UTC)), 'Contract ID', and 'Purchase Order Number'.





The bottom navigation bar contains several icons: '+ NEW', 'NEW SERVICE', 'TERMINATE', 'MOVE', 'ACCEPT MCA' (highlighted with a yellow arrow), 'CREATE GDAP INVITATION', 'INITIATE MCA ATTESTATION', and 'MIGRATE TO NCE'.



Aceptar el MCA: Procedimiento

Ingresamos la información requerida o bien si ya tiene información solo actualizamos la fecha en “date of acceptance” con la fecha de hoy.

Accept MCA □ ×

Information	<p>We would like to proactively prepare you for Microsoft's contractual changes, which are mandatory as of January 31, 2020.</p> <p>Please provide us with the following information and confirm that the end customer has accepted the Microsoft Customer Agreement ("MCA"). Please also document this acceptance in a sound and secure manner.</p> <p>Please make sure you select the applicable region while viewing the agreement on the MCA webpage</p>
Agreement URL	https://aka.ms/customeragreement
Confirmation *	<input type="checkbox"/>
First Name *	<input type="text"/> 
Last Name *	<input type="text"/> 
Email Address *	<input type="text"/> 
Phone Number	<input type="text"/>
Date of Acceptance * <small>Date format is dd.mm.yyyy</small>	<input type="text"/> 



Aceptar el MCA: Procedimiento

Listo, ya hemos aceptado el MCA para dicho tenant.

The screenshot shows the Intcomex portal interface for configuring a Microsoft Organization tenant. The breadcrumb path is: ABBIE BOX S.A.C. > Dupla Mix SA > Microsoft Organization tenant (587887). The page title is "Microsoft Organization tenant" and it includes tabs for CONFIGURATION, LICENSE ANALYTICS, GDAP ANALYTICS, TRANSFER ANALYTICS, SERVICE INFO, AVAILABLE SERVICES, AUDIT LOG, and SPECIAL DEAL.

CUSTOMER RELATIONSHIPS

GDAPInvitation	To grant GDAP permissions for Cloud Marketplace base functionality approve this link with the end-customer tenant Admin user. We suggest to copy the approval link into an incognito window before making the acceptance. The initial GDAP link is only generated once after initial customer creation. The approval link is valid until: 2025-12-25 17:32:16. To generate a new GDAP invitation please click here . This will deliver the new invitation URL to the selected email address. Full overview for all the customer GDAP relationships can be found from the GDAP ANALYTICS report.
-----------------------	--

DEFAULT GDAP ROLES

Default GDAP Opt-in	true
About default GDAP roles	Duration 180 Days Microsoft Entra roles Directory Readers,Directory Writers,License Administrator,Service Support Administrator,User Administrator,Privileged Role Administrator,Privileged Authentication Administrator,Helpdesk Administrator,Cloud Application Administrator,Application Administrator,Global Reader
Auto extend	true

CUSTOMER CONTACT INFORMATION

Country	Peru
State	peru

TENANT DETAILS

Existing Office 365 customer	false
Primary domain name	mixdupla.onmicrosoft.com
Language	Local
Special Qualifications	None
Primary contact first name	mirna
Primary contact last name	gomez
Phone	12345
Primary Contact Email Address	mirna.gomez@intcomex.com
Microsoft Tenant Id	d53d9410-6ecd-46d8-81a4-168758d61666
Administrator User Name	admin@mixdupla.onmicrosoft.com
Initial Password	LXFDEVxp5-
Postal Code	00010
MCA signing status	Completed Customer Agreement
Require password change	true
INDIRECT RESELLER INFO	Microsoft partner ID
BILLING	Billing start date: 2025-09-26 17:23 (UTC)
	Contract ID
	Purchase Order Number

COMPANY STRUCTURE

- All companies
 - Filter subscriptions and users
 - Dupla Mix SA
 - (NCE) Microsoft 365 Business Standard (25)
 - Microsoft Organization tenant (mixdupla.onmicrosoft.com)**
 - Mirna.Mirna@duplamix.com



Aceptar el MCA: Tomar nota

Observaciones:

El proceso de reaceptación de MCA no funciona en algunos casos cuando los clientes utilizan el antiguo flujo de aceptación de MCA. Para evitar este problema, todos los clientes que necesitan aceptar o reaceptar la MCA deben usar el nuevo flujo de atestación de MCA.

The screenshot displays the Intcomex system interface for a 'Microsoft Organization tenant'. The main content area is divided into several sections:

- CUSTOMER RELATIONSHIPS**: Includes a 'GDAP Invitation' section with instructions on how to grant permissions and generate a new invitation.
- DEFAULT GDAP ROLES**: Shows 'Default GDAP Opt-in' as true and 'About default GDAP roles' with a list of roles including Directory Readers, License Administrators, and Privileged Role Administrators.
- CUSTOMER CONTACT INFORMATION**: Shows 'Country' as Peru and 'State' as peru.
- TENANT DETAILS**: A table listing various tenant attributes such as 'Existing Office 365 customer', 'Primary domain name', 'Language', 'Special Qualifications', 'Primary contact first name', 'Primary contact last name', 'Phone', 'Primary Contact Email Address', 'Microsoft Tenant Id', 'Administrator User Name', 'Initial Password', 'Postal Code', 'MCA signing status', 'Require password change', 'Microsoft partner ID', 'Billing start date', 'Is billable', 'Contract ID', and 'Purchase Order Number'.

A yellow arrow points to the 'INITIATE MCA ATTESTATION' button in the bottom navigation bar. A modal window titled 'Initiate MCA attestation' is open, displaying a form with the following fields:

- First Name ***: First name of the individual signing the agreement.
- Last Name ***: Last name of the individual signing the agreement.
- Email Address ***: Email address of the individual signing the agreement.
- Phone Number ***: Phone number of the individual signing the agreement. Please use an international format starting with "+".
- Language**: Please choose your preferred language for agreement signing. If not chosen - English will be used.
- Agreement Delivery Email ***: Email address where the agreement to be signed should be sent.

The form includes 'OK' and 'Cancel' buttons at the bottom right.



Aceptar el MCA: Tomar nota

Observaciones:
Ingresamos la información requerida

Initiate MCA attestation

First Name * <small>First name of the individual signing the agreement.</small>	<input type="text" value="pablo"/>
Last Name * <small>Last name of the individual signing the agreement.</small>	<input type="text" value="fernandez"/>
Email Address * <small>Email address of the individual signing the agreement.</small>	<input type="text" value="pablo.fernandez@duplamix.com"/>
Phone Number * <small>Phone number of the individual signing the agreement. Please use an international format starting with '+'. +50222558899</small>	<input type="text" value="+50222558899"/>
Language <small>Please choose you preferred language for agreement signing. If not chosen - English will be used.</small>	<input type="text" value="Spanish (Spain)"/> <small>Spanish (Spain)</small>
Agreement Delivery Email * <small>Email address where the agreement to be signed should be sent.</small>	<input type="text" value="pablo.fernandez@duplamix.com"/>



Aceptar el MCA: Tomar nota

Observaciones:

Recibirá un correo con el link, para aceptar el MCA.

Action Required: Please Review and Accept the MCA



noreply@store.marketplacelatam.cloud
Para

Este remitente noreply@store.marketplacelatam.cloud es externo a la organización.

Haga clic aquí para descargar imágenes. Para ayudarle a proteger su confidencialidad, Outlook ha impedido la descarga automática de algunas imágenes en este mensaje.

Dear customer,

You are receiving this message because the Microsoft Customer Agreement (MCA) attestation process was initiated for your organization. The information used to generate the attestation was the following:

- **Company Name:** Dupla Mix SA
- **Language:** es-ES
- **Country:** PE
- **First Name:** pablo
- **Last Name:** fernandez
- **Email Address:** pablo.fernandez@duplamix.com
- **Phone Number:** +50222558899

To proceed, please review and accept the agreement using the link below. Acceptance of the MCA is required before any orders can be placed on your behalf through Microsoft's Partner Center.

Important:

The attestation link provided below will **expire in 7 days**. If the agreement is not accepted within this timeframe, a new attestation will need to be generated.

If you agree with the terms and conditions outlined in the MCA, please complete the attestation by clicking "**Accept Agreement**" before the expiration date.

Next Step:

Please click the link below to review and accept the agreement:

<https://cdn.partner.microsoft.com/mca/?attestationid=2732d4d9-f4ee-47bc-80a8-b68cb9cf2968>

If you have any questions or need further assistance, don't hesitate to contact us.

Thank you for your prompt attention.

Responder Responder a todos Reenviar

lun 13/10/2025 10:50




Aceptar el MCA: Tomar nota


Observaciones:
Damos click en el link

Action Required: Please Review and Accept the MCA



noreply@store.marketplacelatam.cloud
Para

 Este remitente noreply@store.marketplacelatam.cloud es externo a la organización.

 Haga clic aquí para descargar imágenes. Para ayudarle a proteger su confidencialidad, Outlook ha impedido la descarga automática de algunas imágenes en este mensaje.

Dear customer,

You are receiving this message because the Microsoft Customer Agreement (MCA) attestation process was initiated for your organization. The information used to generate the attestation was the following:

- **Company Name:** Dupla Mix SA
- **Language:** es-ES
- **Country:** PE
- **First Name:** pablo
- **Last Name:** fernandez
- **Email Address:** pablo.fernandez@duplamix.com
- **Phone Number:** +50222558899

To proceed, please review and accept the agreement using the link below. Acceptance of the MCA is required before any orders can be placed on your behalf through Microsoft's Partner Center.

Important:

The attestation link provided below will **expire in 7 days**. If the agreement is not accepted within this timeframe, a new attestation will need to be generated.

If you agree with the terms and conditions outlined in the MCA, please complete the attestation by clicking "**Accept Agreement**" before the expiration date.






Next Step:

Please click the link below to review and accept the agreement:

 <https://cdn.partner.microsoft.com/mca/?attestationid=2732d4d9-f4ee-47bc-80a8-b68cb9cf2968>

If you have any questions or need further assistance, don't hesitate to contact us.

Thank you for your prompt attention.

 Responder  Responder a todos  Reenviar  

lun 13/10/2025 10:50



Aceptar el MCA: Tomar nota

Observaciones:


Leemos el contrato, y aceptamos en la opción "aceptar contrato"

← ↻ 🏠 <https://cdn.partner.microsoft.com/mca/?attestationid=2732d4d9-f4ee-47bc-80a8-b68cb9cf2968> 🔊 ☆ ⚙️ ☆ 👤 ... 🌈

confirmación de Contrato de cliente de Microsoft

Al hacer clic en "Aceptar contrato" a continuación, confirma que ha leído, comprendido y aceptado los términos y condiciones de la Contrato de cliente de Microsoft. Este contrato rige la compra y el uso de los servicios y productos solicitados.

Word Microsoft Accessibility Mode Download Print Find ...

 **Microsoft**

Contrato del Cliente de Microsoft

El presente Contrato del Cliente de Microsoft (en adelante, el "Contrato") se celebra entre el Cliente y Microsoft, y consta de los siguientes Términos Generales, el DPA, los Términos de Productos y los SLA correspondientes, y cualesquiera términos adicionales que Microsoft presente cuando se realiza un pedido. Este Contrato entra en vigor cuando el Cliente lo acepta, se aplica a todo pedido conforme a este Contrato y sustituye cualquier contrato de licencia de usuario final que acompañe a un Producto. El individuo que acepte el presente Contrato manifiesta que está autorizado a celebrar este Contrato en nombre del Cliente. Los términos en mayúsculas tendrán el significado especificado en la sección "Definiciones".

Términos Generales

Licencia para utilizar los Productos de Microsoft

Page 1 of 12 100% Give Feedback to Microsoft

Confirмо que he leído y acepto los términos y condiciones de la Contrato de cliente de Microsoft.

Aceptar contrato





Aceptar el MCA: Tomar nota

Observaciones:

Listo, ya hemos aceptado el MCA

← ↻ 🏠 🔒 https://cdn.partner.microsoft.com/mca/?attestationid=2732d4d9-f4ee-47bc-80a8-b68cb9cf2968 🔍 ⚙️ 🌐 ⋮

confirmación de Contrato de cliente de Microsoft

Al hacer clic en "Aceptar contrato" a continuación, confirma que ha leído, comprendido y aceptado los términos y condiciones de la Contrato de cliente de Microsoft. Este contrato rige la compra y el uso de los servicios y productos solicitados.

Confirmando que he leído y acepto los términos y condiciones de la Contrato de cliente de Microsoft.

✔️ Aceptada

Aceptar contrato

