Microsoft Products and Services Agreement
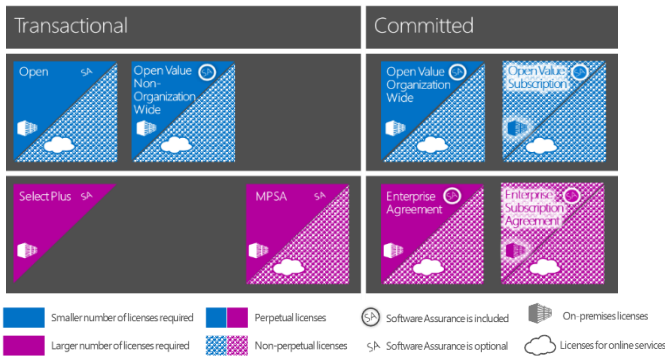## Managing the Agreement

THE MICROSOFT PRODUCTS AND SERVICES AGREEMENT (MPSA)

The MPSA is aimed at commercial, government and academic customers with more than 250 users who want to purchase Online Services, software, and Software Assurance through the same agreement on a transactional basis:
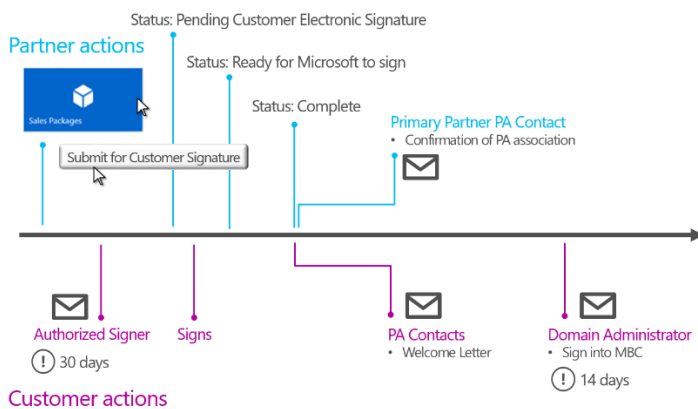

Smaller number of licenses required	Perpetual licenses	Software Assurance is included
Larger number of licenses required	Non-perpetual licenses	Software Assurance is optional
On-premises licenses	Licenses for online services	

SETTING UP THE MPSA

- For a partner, the first step in setting up a new MPSA is to create a Sales Package by clicking on the Sales Packages tile in MVLPC
- The customer's Authorized Signer is sent electronic documents to sign within 30 days via DocuSign (paper documents are available if required)
- The customer's Domain Administrator is sent an email to complete the final step of setting up the MPSA which must be actioned within 14 days

SIGNING INTO THE MBC

- Work and School Accounts such as joesmith@contoso.com are used to access the MBC
- Organizations should be sure to associate their Office 365 domain contoso.onmicrosoft.com with their public domain contoso.com
- There are a number of useful resources to help customers get started with the Microsoft Business Center here: https://www.microsoft.com/en-us/Licensing/existing-customer/business-center-training-and-resources.aspx#tab=2

AGREEMENT STRUCTURE OVERVIEW

- The MPSA is an evergreen agreement signed by a legal entity. When an MPSA is set up, an existing Select Plus or Enterprise Agreement may be used as a qualifying agreement to pre-determine a price level for the MPSA
- Purchasing Accounts are set up to reflect the way an organization wants to purchase its licenses. Purchasing Accounts may be:
  - departments or divisions of the organization signing the MPSA
  - any entity which is an affiliate of the entity signing the MPSA. Commercial, government and academic Purchasing Accounts may all exist under one MPSA
- One Purchasing Account is set up as the Agreement Administrator which has an overall view of all assets across the MPSA
- Certain options are set individually at the Purchasing Account level:
  - Partner(s)
  - Purchasing Account Anniversary
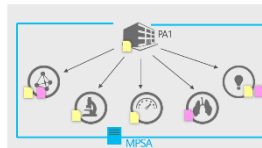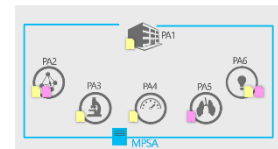 - Purchasing Account Contacts (see below)

PURCHASING CONTROL

The MPSA supports a variety of centralized and de-centralized purchasing scenarios, whilst still allowing consolidated price levels and a single view of all licensing assets.

An organization may choose to just set up one Purchasing Account under an MPSA when they want a central function to purchase licenses for all other divisions or affiliates to use.

Alternatively, with multiple Purchasing Accounts, each division or affiliate can be autonomous within the MPSA by purchasing the licenses they need and working with the partners of their choice.

PURCHASING ACCOUNT KEY CONTACTS

A PA Contact and a Domain Administrator need to be set up for each Purchasing Account. These contacts may be the same for each PA, or different.

PA Contact (Administrative role)

- Primary contact and administrator
- Receipt of contractual notices
- Access MBC for managing agreements and products associated with the PA
- Add users to MBC and assign roles

Domain Administrator (Technical role)

- Set up Office 365 tenant and domain
- Connect PA to MBC
- Set up PA Contact to access MBC

Microsoft

CONSOLIDATING AGREEMENTS

Scenario 1: Adding Purchasing Accounts

Consider an organization which has signed an MPSA with one Purchasing Account. Sometime later, a branch of the same company in another country is added to the agreement as another Purchasing Account. It makes sense for this second PA to become the Agreement Administrator.

‣ Purchasing Accounts can be added to the MPSA at any time
‣ Qualifying agreements can be specified during Purchasing Account set up to gain a more advantageous price level for the existing MPSA
‣ The "MPSA Agreement Administrator Change" form can be used to change the Agreement Administrator Purchasing Account at any time
‣ As Software Assurance is renewed through the MPSA the assets will show within MBC
‣ VLSC will continue to provide licensing information for existing licenses and SA

Scenario 2: Divestitures

Consider an organization which has sold part of the company which will now operate as a separate, newly formed legal entity.

‣ The newly formed legal entity can sign a new MPSA
‣ Relevant licenses are transferred via the "Perpetual License Transfer" form but this is not an automated transfer process within MBC
‣ The Purchasing Account for the original division is terminated by the Agreement Administrator

Scenario 3: Acquisitions

Consider an organization which has purchased a company. The acquired organization has an existing Open agreement with active SA.

‣ A Purchasing Account can be set up for the newly purchased company within the MPSA
‣ The newly purchased company retain their Open agreement but purchase new licenses through their MPSA Purchasing Account
‣ When the Open agreement Software Assurance is due for renewal, they renew the licenses through the MPSA Purchasing Account

Scenario 4: Use of Licenses and SA Benefits

Consider an organization where one Purchasing Account has some unallocated licenses, and some unused SA benefits.

‣ Licenses purchased through one Purchasing Account may be used by another Purchasing Account but they are not reassigned
‣ Software Assurance benefits may be assigned to anyone the Customer chooses within their overall organization regardless of the specific Purchasing Account that receives the benefits. However, they cannot be transferred between different Purchasing Accounts

QUALIFYING CONTRACTS

An existing Qualifying Contract may be added to the MPSA in order to obtain an advantageous price level.

‣ A Qualifying Contract may be an Enterprise Enrollment, Enterprise Subscription Enrollment, or Select Plus agreement
‣ Only one Qualifying Contract may be associated with an MPSA pool
‣ A different Qualifying Contract can be used for 1, 2 or all 3 MPSA pools
‣ When a Qualifying Contract is associated, a Price Level End Date is set – either the next Select Plus anniversary or the Enterprise Agreement renewal date
‣ Qualifying Contracts may not be associated with Government or Academic Purchasing Accounts at this time
‣ The price level is immediately applied to the relevant pool and will remain in effect until the Price Level End Date
‣ All purchases are at the set price level but points are still accumulated in the usual way
‣ If the customer accumulates points that attain a better price level then that is immediately applied to the pool
‣ At the Price Level End Date the price level reverts to the price level of the accumulated points
‣ If an Annual Points Check occurs before the Price Level End Date then it is waived
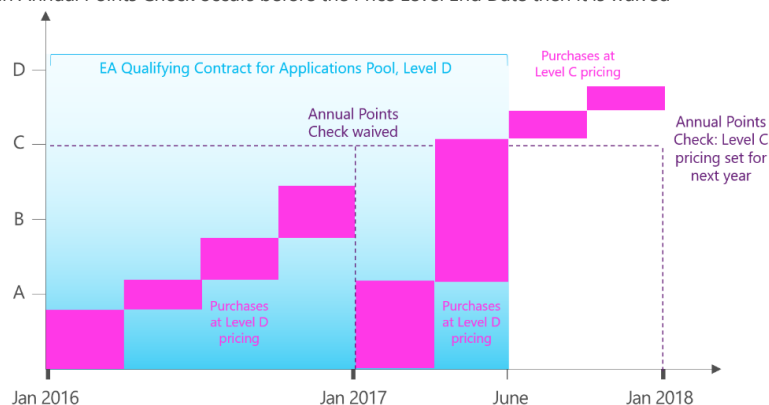
THE VISUAL STUDIO SUBSCRIPTIONS ADMINISTRATION PORTAL

‣ A portal for customers to manage their Visual Studio subscriptions purchased through the MPSA
‣ Access to the portal is through MBC or via https://manage.visualstudio.com
‣ Users with the Administrator role will be able to manage Visual Studio subscriptions
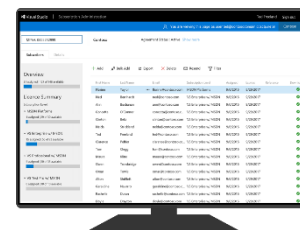
Further Microsoft Licensing handouts and exams:
GetLicensingReady.com