

Microsoft Office 365 Plan and Features

Price List (INR/User/Month)	Rs.125 User/Month	Rs.660 User/Month	Rs.1,440 User/Month	Rs.595 User/Month
Premium Office Apps				
	Business Basic	Business Standard	Business Premium	Apps
Outlook	Web and Mobile versions of Word, Excel and Powerpoint included	✓	✓	✓
Word		✓	✓	✓
Excel		✓	✓	✓
Powerpoint		✓	✓	✓
Publisher (PC only)		✓	✓	✓
Access (PC only)		✓	✓	✓
Secure Cloud Services				
	Business Basic	Business Standard	Business Premium	Apps
Teams	✓	✓	✓	*
Exchange	✓	✓	✓	✓
OneDrive	✓	✓	✓	*
SharePoint	✓	✓	✓	*
Intune	*	*	✓	*
Azure Information Protection	*	*	✓	*
Team work and Communication				
	Business Basic	Business Standard	Business Premium	Apps
Host meets and video calls up to 300 peoples with MS Teams	✓	✓	✓	*
Chat with your team from desktop or go with MS Teams	✓	✓	✓	*
Bring together all your team chat, meet, files, and apps	✓	✓	✓	*
Web and Mobile versions of Office Apps				
	Business Basic	Business Standard	Business Premium	Apps
Web versions of Word, Excel, powerpoint and OneNote	✓ Plus web version of Outlook	✓ Plus web version of Outlook	✓ Plus web version of Outlook	✓
Always up-to-date versions of Word, Excel, PowerPoint, OneNote for iOS and Android on up to 5 mobile devices and 5 tablets	✓ Plus Outlook	✓ Plus Outlook	✓ Plus Outlook	✓
Real-time coauthoring so multiple users can work in the same document, simultaneously	✓	✓	✓	✓

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Email and Calendaring				
	Business Basic	Business Standard	Business Premium	Apps
Email hosting with 50 GB mailbox	✓	✓	✓	*
Use your custom domain name	✓	✓	✓	*
Manage Calendar, create, schedule and share meetings	✓	✓	✓	*
Respond invitations with ease using shared calendars	✓	✓	✓	*
Create new user, restore deleted accounts	✓	✓	✓	*
File Storage and Sharing				
	Business Basic	Business Standard	Business Premium	Apps
1 TB of OneDrive storage for file storage and sharing	✓	✓	✓	✓
Share files with external contacts, access and Guest links	✓	✓	✓	✓
Securely share documents and send emails	✓	✓	✓	✓
Access and sync files on PC, Mac and Mobile Devices	✓	✓	✓	✓
Security and Compliance				
	Business Basic	Business Standard	Business Premium	Apps
Protect your emails against spam, malware and known threats	✓	✓	✓	*
Control who and when someone has access to your information	✓	✓	✓	✓
Create password policies	✓	✓	✓	✓
Set password Expiration	✓	✓	✓	✓
Support and Deployment				
	Business Basic	Business Standard	Business Premium	Apps
Around the clock phone and online support	✓	✓	✓	✓
Have peace of mind 99.9%	✓	✓	✓	✓
Maximum number of users	300	300	300	300
Licensed for commercial use	✓	✓	✓	✓
Desktop versions of office apps for PC and Mac				
	Business Basic	Business Standard	Business Premium	Apps
Fully installed and always up-to-date versions of Outlook, Word, Excel, PowerPoint, OneNote for Windows or Mac	✓	✓	✓	✓

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Desktop versions of office apps for PC and Mac				
	Business Basic	Business Standard	Business Premium	Apps
Each user can install the Office apps on up to 5 PCs or Macs	✓	✓	✓	*
Advanced Threat Protection				
	Business Basic	Business Standard	Business Premium	Apps
Help protect against sophisticated threats hidden in email attachments and links, and get cutting-edge defenses against zero-day threats, ransomware, and other advanced malware attempts with Microsoft Defender for Office 365	*	*	✓	*
Remotely wipe company data from lost or stolen devices with selective wipe from Intune	*	*	✓	*
Control who has access to company information by applying restrictions like do not copy and do not forward with Information Rights Management	*	*	✓	*
PC and Mobile Device Management				
	Business Basic	Business Standard	Business Premium	Apps
Configure security features and settings on Windows 10 PCs and mobile devices running iOS or Android with an easy-to-use setup wizard	*	*	✓	*
Use simplified controls to manage policies applied to Windows 10 PCs	*	*	✓	*
Automatically deploy the Office apps to Windows 10 PCs	*	*	✓	*
Configure your PCs to automatically install Office and Windows 10 updates	*	*	✓	*