



UC San Diego Policy & Procedure Manual

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PURCHASING

Section: 523-12.1 EXHIBIT A

Effective: 08/15/1984

Supersedes: 09/20/1976

Review Date: TBD

Issuance Date: 08/15/1984

Issuing Office: [Procurement & Contracts](#)

EXHIBIT A

REQUEST FOR COMPUTING EQUIPMENT
COSTING \$50,000 OR MORE

1. Requestor _____ Mail Code _____
 Department _____ Telephone _____
 Approved _____ Date _____
Principal Investigator or Dept/Admin Head

2. Brief description of need and proposed hardware/software. If intended to interface central computers, describe objective. Continue on blank sheets if needed.

3. \$ _____
Equivalent Purchases Cost (EPC) Fund Source

4. Purchase Lease Transfer (from _____)

See PPM 523-12.1 for instructions. Send completed form and attachments to Information Systems and Computing, Q-004.

Approved
 Disapproved (see attached statement)

Director, Information Systems and Computing Date _____

FO 2149 (R 8/84)

White - IS&C Canary - IS&C (return copy) Pink - Requestor