PURCHASING
Section: 523-12.1 EXHIBIT A
Effective: 08/15/1984
Supersedes: 09/20/1976
Review Date: TBD
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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, 1-004.

☐ Approved

☐ Disapproved (see attached statement)

Director, Information Systems and Computing Date

PO 2149 (R 8/94)
White - IS&C Canary - IS&C (return copy) Pirk - Requestor