General Information -(Requestor fills out)	
Name of the contact person:	
Employee number (dtxxxx):	
Division/department (for example, DST TA2000/Vision):	
Building/floor location:	
Phone number:	
Email address:	
Date:	
Tool/technology requested (include version):	
Source/vendor and contact:	
Budgeted (yes/no): If yes, Cost Center and budgeted amount:	
Project Timelines:	
Date evaluation completed (if applicable):	
Description of project or intended use:	
URL from which the product is distributed:	



Where is the product's license published? Please provide a URL or detailed instructions describing how to find the license under which this open source software is to be obtained and used.	
Please list all dependent packages and their associated JAR files. Include information on how to find the licenses for these dependent packages.	
Will this open source product be modified? If Yes, please describe. Yes No	
How will the open source product be deployed and used?	
1) Is the product intended for internal use not associated with a DST product? (e.g., a tool/utility such as Eclipse or ANT)? Yes No	
2) Is the product associated with a DST product? Yes No	

3a) Will the product be deployed on a DST owned server? Yes No	
3b) If 3a is yes, will a client access the product via a DST Server? Yes No	
4) Will the product be deployed on a client's server? Yes No	
5) Will the product be embedded, creating a runtime dependency for DST's software? (e.g., Struts or Spring) Yes No	
6) Will the product be removable and replaceable with an alternative solution (e.g., Linux or Tomcat)? Yes No	



7) Is implementing this product the only solution that satisfies the requirements? If no, please explain. Yes No	
Which buy alternatives exist? Provide information on the availability and costs of equivalent proprietary/commercial software.	
8) Is this request based on the product being an industry standard? If Yes, please explain. Yes No	
9) Are you obliged to use this product because previous development decisions make the alternatives (if any) inappropriate or infeasible? If Yes, please explain. Yes No	
Why is use of this product necessitated?	
What is the contingency plan if the open source product needs to be removed at a later date? Outline a plan for eliminating or replacing the product.	