# Purchase Request Form

Requester \_\_\_\_OpenIoT group\_\_\_\_\_\_\_­­­­­­­­­­\_

Date \_\_­­­­­­­­11/05/2016­­­­­­­­\_\_\_\_\_\_\_­­­­­­­­­­\_

Cost Center \_\_\_\_ OpenIoT \_\_\_\_­­­­­­­­\_\_\_\_\_\_\_­­­­­­­­­­\_

|  |  |  |
| --- | --- | --- |
| **Quantity** | **Cost per unit** | **Description** |
| 5 | 5.86€ | Micro SD cards Kingston 16GB Amazon |
| 3 | 18.54 € | USB Wifi dongle robot-italy.com ref. 808405 |
| 5 | 12.22€ | Rasberry PI box (for GW): 115 x 65 x 55mm lextronic.fr ref. GBS15MF |
| X | 12.95€ | Arduino box (for sensors, add. space for batteries) 114 x 90 x 55mm lextronic ref. GBS25MF |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |  |

Reason for the purchase \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­\_\_\_\_\_\_\_­­­­­­­­­­\_\_\_\_\_\_­­­­­­­­\_\_\_\_\_\_\_­­­­­­­­­­\_\_\_\_\_\_­­­­­­­­\_\_\_\_\_\_\_­­­­­­­­­­\_\_\_\_\_\_­­­­­­­­\_\_\_\_\_\_\_­­­­­­­­­­

Possible supplier(s) \_\_\_\_\_­­­­­­­­\_\_\_\_ ­­­­­­­­­­\_\_\_\_\_\_­­­­­­­­\_\_\_\_\_\_\_­­­­­­­­­­\_\_\_\_\_\_­­­­­­­­\_\_\_\_\_\_\_­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Method of payment

🔾 Cash 🔾 Bancomat 🔾 Credit card 🔾 Wire transfer in 30 days

Specify the level of urgency \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

date \_\_\_\_\_\_\_\_\_\_\_ signature of Requester \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#### Final Authorization

date \_\_\_\_\_\_\_\_\_\_\_ signature of Supervisor\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

date \_\_\_\_\_\_\_\_\_\_\_ signature of Managing Director (if necessary)\*\_\_\_\_\_\_\_\_\_

*\* If the purchase is>or equal to €1.000,00 (VAT included) Euro the Managing Director’s signature is mandatory*