

## Approved Details of Request001

### About Spend Request

Amount Spend : £50K to < £250K

Status : Approved

### Request stake holder details

Division Name : GCA

Business Unit : Group IT

HOS : Mark

Requestor Name : Steve

Requestor Email : steve@gmail.co

Requestor Contact Number : 12345678901

AMI : Ramson

CIO : Philips

TAG :

TAC :

TAG :

Cost forum presenter :

VAT : 10

Total Amount (Inclusive of VAT%) : 25

Total Spend Amount : 275

Answer 1 What is this hardware and what is it used for:

Answer 2 As a result of this purchase are we decommissioning any existing software and are there any associated support savings:

Answer 3 Confirm which area will own and support this hardware:

Answer 4 Justify choice of supplier:

Answer 5 If your spend contains licenses please state whether these are term subscription or perpetual licences and justify the position:

### Sourcing

Sourcing Contact Engaged : Phelps

Spend Type : Software

Pricing Terms : Time and management

Online Supplier : Microsoft

Manufacturer :

Annual Maintenance Cost % : 1500

Does this request include an element of RPI? No

Is there a clause allowing third party ownership of Intellectual Property Rights where

development work has been funded by LBG? Yes

Is this for a Tier A application? If so does the supplier adhere to necessary service levels? If it is not a Tier A application please enter N/A N/A

## Finance

Finance Contact Engaged : Thomson

Project : COORTB

Programme Title : undefined

Budget Type : Budgettype\_001

Budget Subtype : budget subtype\_001

Cost Centre : 123556876

PRN : 876544567

Spend GLCode : 123432

WBS Validation Check : undefined

## Financial Information

Financial Summary : Financial Information --- Explanation has to be here

Answer 1 Explain the budget position and any potential threats, benefits and opportunities:

Answer 2 Confirm if finance workbook has been signed off:

Answer 3 Have the ongoing cost been correctly accounted for:

Answer 4 Is the support maintenance less than or equal to the 18% CMU threshold:

Answer 5 If this a run the bank request please state last years budget and spend figures and justify any movement in cost: