

Career & Technical Education /Technology Applications /Computer Science
Equipment Repair/Service Request

***** All Repairs /Service /Purchases must be preapproved by the CTE office and a PO# be issued
PRIOR TO ANY WORK BEING DONE *****

1. For major equipment/appliances, have your campus submit a work order first, to diagnose the problem and determine whether outside repair or service is required. Forward the NEISD Maintenance quote/recommendation to this office.
2. For all other equipment, attach a repair/service quote from the vendor. Vendors must be on either the Vendor Bid List or a Purchasing Cooperative. These can be found on the Procurement & ecommerce Intranet website at http://intranet.int.neisd.net/purc/purchasing_tips.html
3. Incomplete information and quotes will delay the processing of your request.
4. Complete a separate form for each request.

FAX COMPLETED FORM & CURRENT QUOTE W/DELIVERY, if applicable, to 805-1281

Teacher G Gentry Contact # (210) 289-7421 Equipment located in Rm # E206
Equipment needing repair/service HP Designjet T1300
Approximate age 2007 condition This summer 2nd cartridge broke.
20123-000262
Reason for Repair or Routine Service
The custodians moved it & broke the 2nd cartridge. It has a
sensor so at this time it doesn't work.
Approx. date of last routine service —
If "parts only" needed, who will be installing? Same company of quote

I acknowledge that the items on the above referenced funded requisition (Federal, State or Local) are allowable, reasonable and necessary, for the performance of the grant and are allocable under the applicable cost principles.

2 CFR 200 Subpart E: Cost Principles; §200.403 Factors affecting allowability of costs §200.404 Reasonable Costs, §200.405 Allowability of Costs.

Submitted by: Gonzela Gentry Campus STA@TR Date 10-5-17
Signature [Signature] Date 10-5-17
Coordinator/Dept. Chair/Director/Principal

CTE Office use ONLY: ☐ Approved ☐ Denied ☐ Purchase from Campus CTE Supply Budget
☐ Hold for Review until _____

Funding Source: ☐ Federal ☐ Local/State ☐ Grant/Other: _____

Notes / Comments:

CTE Budget Manager: _____ Date _____

INVOICE

Invoice #: 4020
Invoice Date: Oct 2, 2017
Due date: Oct 2, 2017

Un Manned Propulsion Corp

Adam Taylor
5889 S Williamson Blvd Suite1327
Port Orange, FL 32128
United States

Phone: 888-755-2570
Fax: 888-715-4110
www.unmannedpropulsion.co

Amount due:
\$866.98

Bill To:

NEISD ETA
North East ISD ETA
cmoren1@nelisd.net

Description	Quantity	Price	Amount
Lower roll cover assembly - With pinches CH538-67002 for Designjet T1200 44in	1	\$519.99	\$519.99
Designjet T1200 Service Installation Installation of CH538-67002	1	\$499.99	\$499.99
		Subtotal	\$1,019.98
		Discount (15%)	-\$153.00
		Total	\$866.98 USD

Mail - mgentr@neisd.net

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Printer repair quote

Camacho, Adrian Jose

Mon 10/2/2017 10:02 AM

To: Gentry, Maria G <mgentr@neisd.net>;

Hi,

The printer repair service for you HP Designjet T1300 44in printer, has a rate \$1648.15 3-5 business days, the tech will be able to leave the printer working and once is repair we can give you the option to get a carepack warranty that can cover your printer for future issues. If you want to proceed with the service tech visit, you can reply this email.

HP Parts Store: <http://store.hp.com/>

Thank you,



Adrián Camacho
Print CS InkJet Solutions
ajcamacho@hp.com
HP Inc
AFZ | Heredia | Costa Rica

For helpful videos go to:

More support options



Mail - mgentr@neisd.net

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HP Carepack Warranty information

Camacho, Adrian Jose

Mon 10/2/2017 10:11 AM

To:Gentry, Maria G <mgentr@neisd.net>;

Hi,

At this moment we have one warranty option available for you printer:

Care Pack Description	Price (USD)
HP 1 year post warranty NBD onsite HW Support w/Defective Media Retention for DesignJet T1300-44in	709

Also we can give you 15% discount on this care pack. If you want to proceed with the warranty purchase please reply this email.

Thank you,



Adrián Camacho
Print CS InkJet Solutions
ajcamacho@hp.com
HP Inc
AFZ | Heredia | Costa Rica

For helpful videos go to:

More support options



hp.com/go/videos



hp.com/go/supportoptions



hp.com/go/123456

Mail - mgentr@neisd.net

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Printer parts number

Camacho, Adrian Jose <ajcamacho@hp.com>

Mon 10/2/2017 9:55 AM

To: Gentry, Maria G <mgentr@neisd.net>;

Hi,

The lower roll cover parts are:

CH538-67002

Lower Roll Cover Assembly with
pinches

CH538-67047

Roll Cover Bi-stable Springs Left and

Right

Thank you,



Adrián Camacho
Print CS InkJet Solutions
ajcamacho@hp.com
HP Inc
AFZ | Heredia | Costa Rica

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