

UCLA SEMEL IT Quote Proposal

Request Date: _____

Requested By: _____

Item/Description	Item Cost	Qty	Item Cost x Quantity	Sales Tax	Total
Dell Latitude 7440 14" i7, 32GB, 512GB SSD, Windows 11Home, 4 years Hardware warranty	1,518.57	1	1,518.57	144.26	1,662.83
Windows 10 Enterprise OS installation	50.00	1	50.00	-	50.00
Office 365 license	-	1	-	-	-
Antivirus and Anti-Malware	-	1	-	-	-
Environmental Fee	4.00	1	4.00	-	4.00
Total Estimated Costs					1,716.83

Please complete the following questions:

User Name?	_____
Location device will be mostly used? Building, room#	_____
Is this an Additional Computer Device** for the User?	_____

**If yes, fee may apply

Funding Information and Approvals

FAU	% or \$	Fund Manager Name	FM Initials	Date Initialed
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Justification for Purchasing Computer Equipment under FAU(s) above

Center Administrator/PI Signature

Note: After validating the above funding information, SEMEL Computer Procurement Coordinator will complete the order process and arrange with IT to configure and deliver the computer equipment to the client. Price may change from the time the quote is issued to the time the order is placed on certain items. Some costs listed on the quote will be recharged on or before FYE June 30. Please let us know if we should post the recharge prior to June 30.