Statements

The university computing centre has to coordinate IT procurement. For reasons of compatibility and support for IT users, IT procurement in the entire minor range up to € 1,000.00 (total value excluding VAT) should be coordinated with the university computer centre in advance. The written opinion generated must be attached to the process. Statements are required for:

- PCs
- monitors
- notebooks
- network components
- printer
- projector
- Software (a current form is available here at Process ticket)

A statement is not required for:

- mice, keyboards
- hard disks
- cables and tools
- toner

The form for the statement can be found at: Statement

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