

How To Request A Quote




Department of Procurement and Business Services

Procurement Month 2024 Training

March 20, 2024

UAH Business Services Website

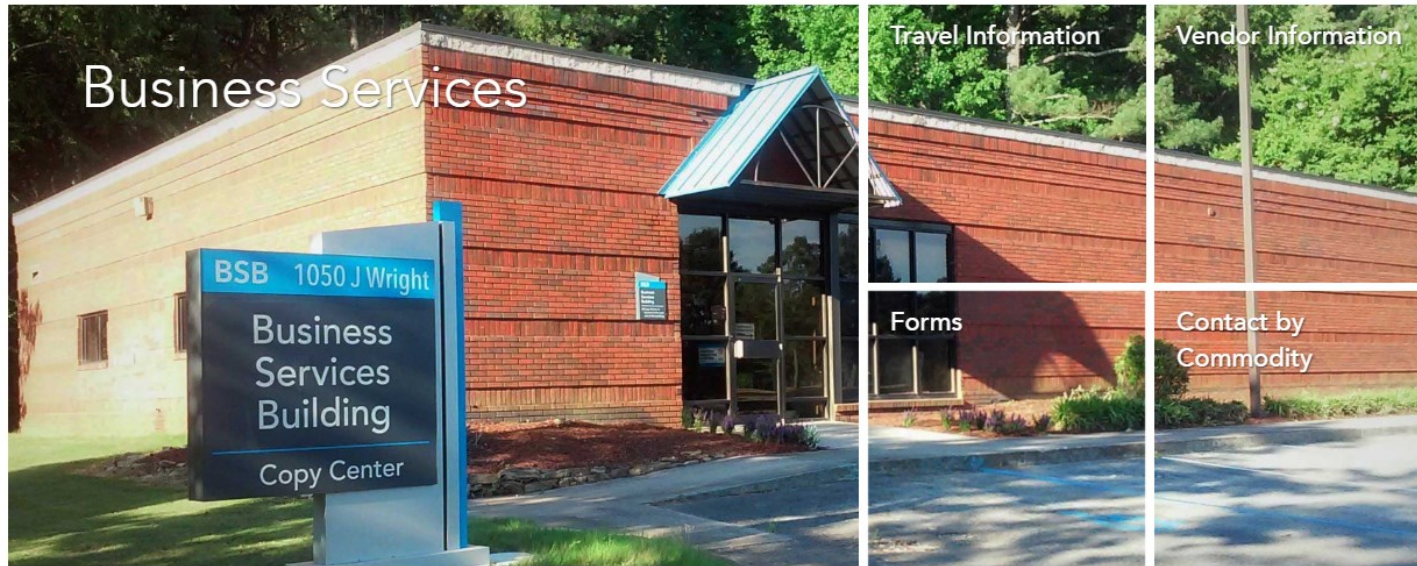
ABOUT UAH EVENTS MAP GIVING ALUMNI DIRECTORY I AM A... SEARCH



THE UNIVERSITY OF ALABAMA IN HUNTSVILLE

Admission & Aid Academics Research Campus Life Athletics News

BUSINESS SERVICES



[Business Services](#)

BUSINESS SERVICES

Forms

Welcome to Business Services

We hope you will find valuable and timely information that will assist you in understanding business processes that support UAH.



Travel Information

Faculty & Staff Services



Vendors



Code of Ethics

Purchase Order Terms

News

Contact

[Property Relocation/Transfer](#)

[Safety Clearance Form](#)

[Shipping Form](#)

[Surplus Pickup Request Form](#) - (For office moves contact [Facilities](#))

Central Receiving

[Facilities Move Request Form](#)

[Gas Cylinder Account Change Form](#)

[Gas Cylinder/Laboratory Alcohol](#)

[Memorandum Receiving Report](#)

[Off-Campus Verification Form](#)

[Shipping Order Form](#)

[Surplus Pickup Request Form](#) - (For office moves contact [Facilities](#))

[Telephone Directory](#)



UAH Business Services Website

BUSINESS SERVICES FACULTY & STAFF SERVICES OPEN BID INFORMATION

Open Bid Information

- BUSINESS SERVICES
 - Forms
 - Travel Information
 - Faculty & Staff Services
 - Open Bid Information**
 - Contract for Professional Services
 - Central Receiving
 - Copy Center
 - Mail Services
 - Procurement Services
 - P-Card Services
 - Asset Management
 - Staff



Open bids are standing bids that were established (by the University, State of Alabama, E & I Coop, U.S. Communities, TCPN, NJPA, UA or UAB) for frequently purchased items. For additional information on the items listed below, contact the responsible Procurement Officer.

- [Wireless Devices \(I pads, Tablets, etc.\)](#)
- [Telecommunication and Video Regulation](#)
- [Change in Procedure for Chemical Purchases](#)
- [Regulated Materials Procurement Procedure](#)

Commodity Description	Bid/Contract Number	End Date	Procurement Officer	Website
Computers: Apple Desktops, Laptops	Sole Source	No Expiration	C. Curtis	yes
Computers: Dell Computers and Servers	CA049	06/30/23	C. Curtis	yes
Computers: Non-Dell/Non-Apple Desktops, Laptops, and Servers	CNR01439	07/31/27	C. Curtis	yes
Computers: Non-Dell/Non-Apple Desktops, Laptops, and Servers	Sourcewell 100614-CDW	11/18/23	C. Curtis	yes
Cisco Products and Maintenance	MA220000002915	10/09/23	C. Curtis	no

Procurement Contact:

Apple computers are classified as sole source products and may be purchased directly from Apple for Higher Education or through the Apple Store at Bridgestreet.

To obtain an electronic quote access the Apple Store for Higher Education website at: <https://ecommerce.apple.com/asb2b/fys.do?language=EN&country=US>

[Apple Ecommerce](#)



Please note that this is the only website that is to be accessed to create Apple proposals for UAH use.

If you are unable to create an equote, please print out shopping cart with specs showing and fax or email to Cathy Curtis with REQ number.

Another option is to contact the Apple Store at BridgeStreet:

Apple Store, Bridge Street

Phone: 256-327-8803 Fax: 256.327.8804

✉ bridgestreetbusiness@apple.com

Provide your requirements to the Apple Store, Bridge Street business team and a quotation will be sent to you.

Email this quotation to ✉ Purch@uah.edu and reference the REQ number. Submit the REQ through normal channels. Please note on the REQ who will be picking the item up at the Bridge Street Store. Purchasing will contact you when the item is available to be picked up at the Bridge Street Store.

Apple Ecommerce Site

 Secure



Sign in

[Sign in to your institution's store](#)

To create a new account for your institution or to register to shop your institution's store, visit the [sign up](#) page.

Find your school or [browse the store](#) 

Search for your institution. Sign in, register or browse as a guest. Get started by selecting your state.

Company / Institution		
Town / City	State* Select One 	Zip Code
		

You can either set up a new account or browse the store. This example shows browse the store





Mac

iPad

iPhone

Watch

AirPods

TV & Home

Accessories

Solutions & Offerings



New
iMac

Packed with more juice.



Shop for items needed. You can configure to meet your needs. Add to cart.

Displaying Products 1 - 9 of 34

Storage

- 128 GB
- 256 GB
- 512 GB

x 1 2 3 4 View All



Processor Type

- Apple M1
- Apple M2
- Apple M3

Select Your MacBook Air

- 8 GB
- 16 GB

MRYM3LL/A | [Configure >](#)

1,199.00 USD

Quantity

Estimated Shipping: 3-5 business days

Display Size

- 13-inch
- 15-inch

Color

- Space Gray
- Silver
- Starlight
- Midnight



15-inch MacBook Air: Apple M3 chip with 8-core CPU and 10-core GPU, 8GB, 256GB SSD - Midnight

MRYU3LL/A | [Configure >](#)

1,199.00 USD

Quantity

Estimated Shipping: 3-5 business days



15-inch MacBook Air: Apple M3 chip

with 8-core CPU and 10-core GPU, 8GB, 256GB SSD - Silver

MRYP3LL/A | [Configure >](#)

1,199.00 USD

Quantity

Estimated Shipping: 3-5 business days



15-inch MacBook Air: Apple M3 chip

with 8-core CPU and 10-core GPU, 8GB, 256GB SSD - Star

[Add to Cart](#)

MRYP3LL/A | [Configure >](#)

1,199.00 USD

Quantity

Estimated Shipping: 3-5 business days



15-inch MacBook Air: Apple M3 chip with 8-core CPU and 10-core GPU, 8GB, 512GB SSD - Space Gray

MRYN3LL/A | [Configure >](#)

1,399.00 USD

Quantity

Estimated Shipping: 3-5 business days



15-inch MacBook Air: Apple M3 chip with 8-core CPU and 10-core GPU, 8GB, 512GB SSD - Silver

MRYQ3LL/A | [Configure >](#)

1,399.00 USD

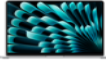
Quantity

Estimated Shipping: 3-5 business days



Shopping Cart

Part Number [Remove All x](#)

Item Picture	Description	Quantity	Total Quantity	Unit Price	Total Price
	15-inch MacBook Air: Apple M3 chip with 8-core CPU and 10-core GPU, 8GB, 256GB SSD - Silver ↗ MRYP3LL/A Configure > Remove Item x Specifications >	<input type="text" value="1"/>	1	1,199.00 USD	1,199.00 USD

Your Cart ←

Select the AppleCare plan to include

- 3-Year AppleCare+ for Schools 15-inch MacBook Air** ↗
SGX72LL/A | Unit Price: 149.00 USD
- 3-Year AppleCare+ for Schools 15-inch MacBook Air (no service fees)** ↗
SGX82LL/A | Unit Price: 179.00 USD
- 4-Year AppleCare+ for Schools 15-inch MacBook Air** ↗
SGXC2LL/A | Unit Price: 199.00 USD
- 4-Year AppleCare+ for Schools 15-inch MacBook Air (no service fees)** ↗
SGXD2LL/A | Unit Price: 249.00 USD

Applicable terms and conditions can be viewed by clicking each AppleCare product link

State: Alabama ▼
Zip Code:

Subtotal:	1,199.00 USD
Estimated Tax:	0.00 USD
Total:	1,199.00 USD

Hit Send Cart when complete. Email the Saved Cart # or Quote # to purch@uah.edu. Please remember to put your requisition # in the Subject Line. Type in the Saved Cart # or Quote # in the Document Text of your requisition.

Dell Premier Site

Open Bid Information

BUSINESS SERVICES	
Forms	
Travel Information	
Faculty & Staff Services	—
Open Bid Information	
Contract for Professional Services	+
Central Receiving	+
Copy Center	+
Mail Services	

Open bids are standing bids that were established (by the University, State of Alabama, E & I Coop, U.S. Communities, TCPN, NJPA, UA or UAB) for frequently purchased items. For additional information on the items listed below, contact the responsible Procurement Officer.

[Wireless Devices \(I pads, Tablets, etc.\)](#) 

[Telecommunication and Video Regulation](#)

[Change in Procedure for Chemical Purchases](#) 

[Regulated Materials Procurement Procedure](#) 

Commodity Description	Bid/Contract Number	End Date	Procurement Officer	Website
Computers: Apple Desktops, Laptops	Sole Source	No Expiration	C. Curtis	yes
Computers: Dell Computers and Servers	CA049 		C. Curtis	yes



Dell Premier Site

Computer and Servers - Bid CA049 - Dell Computer

Vendor No: A25034444

Valid thru: 06-30-24

Procurement Contact:

UAH Dell Premier site: premier.dell.com  Premier.Dell

Please note that this is the only website that is to be accessed to create Dell e-Quotes for UAH use.

Log on to the UAH Premier Dell website using your personal username and password.

Username: purch@uah.edu Password: UAHpurch1

If you have difficulty logging into the Dell Premier site please contact Cathy Curtis at x6687 for assistance.

Once you have created the e-Quote simply reference the e-Quote number in the document text of the requisition and submit it through normal channels.

If you have Dell computer system configuration questions or would prefer to have a quote created by a Dell representative, Kevin Herring may be contacted via email at [✉ Kevin.Herring@Dell.com](mailto:Kevin.Herring@Dell.com).




Dell Premier Site



Dell Premier Sign In

Email Address

Password

[Create or Reset password](#)



Dell Premier Site

Page Selector

Your page

Univ of Alabama - Huntsville

Select an access group and role



Shopper (Site E-Quote Shopper) ∨

Choose the relevant access group and role within the selected page

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[Dell Premier](#)



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Deals to power success.

Upgrade with our best during our customer appreciation celebration.

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Dell Premier Site

Intel® Core™ Processors
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XPS 16 9640

- Intel® Core™ Ultra 7 Processor 155H (24MB Cache, 16 cores, up to 4.8 GHz)
- Windows 11 Pro, English, French, Spanish
- NVIDIA® GeForce RTX™ 4050, 6 GB GDDR6
- 16GB, LPDDR5X, 6400MT/s
- 512GB M.2 PCIe NVMe Solid State Drive
- Platinum

\$2,239.73

[Add to Cart](#)

Dell Premier Site

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UAH Employees's Cart (1 item)


[Remove All Items](#)

Contract Name: University of Alabama Addendum to Midwestern Higher Education Commission (MHEC)

Contract Code: C000000978660

Customer Agreement Number: MHEC-04152022

Items	Quantity	Price
	 <input type="text" value="1"/> 	\$2,309.00  - \$69.27 \$2,239.73
Tech Specs Customize 		
Free Standard, Get it by Wednesday, March 27		

 [View all eQuotes](#)
View active eQuote [eQuote 3000173650...](#)

Items (1) \$2,309.00
Premier Discount - \$69.27

Price does not reflect applicable shipping, taxes and state environmental fee.


Subtotal \$2,239.73

Free Standard Delivery to 78664 

Create eQuote

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Create eQuote



eQuote Details

eQuote Name *

Name Your Quote

Authorized Buyer (optional)

Select an Authorized buyer

Please note: When selected this contact will also receive a copy of the eQuote.

Contract Details

Contract name: University of Alabama Addendum to Midwestern Higher Education Commission (MHEC)
Dell contract code: C000000978660
Customer agreement number: MHEC-04152022

Order Contact

[Change](#)

UAH Employees Premier Site
UAH

Phone Number: (256) 824-2490
Email: purch@uah.edu

[Continue Shopping](#)

Summary



XPS 16 9640

[Customize](#)

[Specs](#)

\$2,309.00

Quantity 1

Items (1)	\$2,309.00
Delivery	FREE
Total	\$2,309.00

[Save eQuote](#)



THE UNIVERSITY OF
ALABAMA IN HUNTSVILLE

Dell Premier Site

Order Contact

[Change](#)

UAH Employees Premier Site
UAH

Phone Number: (256) 824-2490
Email: purch@uah.edu

Billing Address

[Change](#)

U OF AL IN H ACCTS PAYABLE
UNIV OF ALABAMA IN HUNTSVILLE
301 SPARKMAN DR
HUNTSVILLE, Alabama, 35899

Phone Number: (256) 824-2619
Email: KDH0017@UAH.EDU

Customer Number: 144855166

Shipping Address

⚠ Please select an address to continue

Add new address

Search Addresses



Continue Shopping

Summary



XPS 16 9640

[Customize](#)

[Specs](#)

\$2,309.00

Quantity 1

Items (1)	\$2,309.00
Delivery	FREE
Total	\$2,309.00

Save eQuote



THE UNIVERSITY OF
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Dell Premier Site

View eQuote

✓ You have successfully saved an eQuote - #3000173650850.1

How easy was it to save your eQuote?

Very Difficult 1 2 3 4 5 6 7 Very Easy

Cathy Curtis

Quote Number : 3000173650850.1

Expiration Date: April 16, 2024

Contract Details

Contract name: University of Alabama Addendum to Midwestern Higher Education Commission (MHEC)
Dell contract code: C000000978660
Customer agreement number: MHEC-04152022

Order Contact

UAH Employees Premier Site
UAH
Phone Number: (256) 824-2490
Email: purch@uah.edu

Save as New eQuote Continue Shopping

Summary



XPS 16 9640

[Specs](#)

Quantity 1



\$2,309.00

Items (1)	\$2,309.00
Delivery	FREE
Total	\$2,309.00

Send a copy of the eQuote to purch@uah.edu with your requisition # in the Subject Line. Also, type in the eQuote # in the Document Text of the requisition.



CDWG

Commodity Description	Bid/Contract Number	End Date	Procurement Officer	Website
Computers: Apple Desktops, Laptops	Sole Source	No Expiration	C. Curtis	yes
Computers: Dell Computers and Servers	CA049	06/30/23	C. Curtis	yes
Computers: Non-Dell/Non-Apple Desktops, Laptops, and Servers	 CNR01439	07/31/27	C. Curtis	yes
Computers: Non-Dell/Non-Apple Desktops, Laptops, and Servers	Sourcewell 100614-CDW	11/18/23	C. Curtis	yes
Cisco Products and Maintenance	MA220000002915 	10/09/23	C. Curtis	no



Computers – Laptops and Servers – Contract Sourcewell 100614-CDW

Vendor No: A25035383

Valid Thru: 11/18/23

Procurement Contact:

Please note that this Bid may not be used to purchase any Dell or Apple computer product.

For informational pricing: www.cdwg.com ←

To obtain accurate contract pricing, contact the UAH CDW-G representative Sean Queeney at:

✉ seanque@cdwg.com

Phone: 312-705-0185

Fax: 312-705-7985

Always identify yourself as a UAH faculty/staff member when requesting a quote and reference Contract Number NJPA 100614-CDW to obtain correct pricing. Sean will provide an email quote, please forward this quote to

✉ Purch@uah.edu and reference the REQ number. Submit the REQ through normal channels.



CDWG

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ALABAMA IN HUNTSVILLE

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USERNAME

PASSWORD

RE-ENTER PASSWORD



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IT Assets >

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Client Services >

Account Settings >

Orders Order Again Cloud Orders

Account Selection

All

Account #

Account Name

Address

125037

University Of Alabama - Huntsville

Accounts Payable Huntsville AL 35899-0100

10051111

Charles Gailes

301 Sparkman Dr Central Receiving Huntsville AL 35899

Continue

YOUR ACCOUNT MANAGER • OUT



Sean Queeney



THE UNIVERSITY OF ALABAMA IN HUNTSVILLE

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Simplify your printing tasks with all-in-one printers. Explore versatile solutions that combine printing, scanning, copying and more in a single device. Compare prices and features of top brands like HP®, Canon® and Brother®.

1 - 24 of 342

SORT:

Best Match ▼

VIEW:

24 Items ▼



Compare

HP LaserJet Pro M283 M283fdw Laser Multifunction Printer-Color-Copier/Fax/Scanner-21 ppm Mono/21 ppm Color...

★★★★☆ (412)

MFG#: 7KW75A#BGJ | CDW#: 5965080

Print Output Type: Color
Max Color Print Speed (ppm): 5 pages per minute
Max Mono Print Speed (ppm): 21 pages per minute
Printer Functions: Copier/Fax/Printer/Scanner
ENERGY STAR Certified: Yes

[+] Expand Specs

● In Stock

Ships same day if ordered before 5 PM CT

~~\$701.50~~

\$413.98 ▼

E&I CNR01439 Catalog

1 ▲▼

Add To Cart




THE UNIVERSITY OF ALABAMA IN HUNTSVILLE



Pricing subject to change upon login and contract eligibility.

Item(s) Added to Your Cart

Item	Quantity	Item Total
 HP Color LaserJet Pro MFP M283fdw – Multifunction Printer – Color Price Applied: E&I CNR01439 Catalog	1	\$413.98



[Continue Shopping](#)

[View Cart\(1\)](#)

[Quote](#)

[Checkout](#)



① Shipping Address

New Shipping Address

All fields are required unless indicated as optional

COMPANY NAME (optional)

ADDRESS LINE 1

[Add Address Line 2](#)

CITY

STATE

ZIP CODE

ZIP EXT (optional)

Quote Summary

Subtotal \$413.98

Shipping --

Order Subtotal \$413.98

[Continue](#)



Recipient Contact Information

ATTENTION/NAME

EMAIL ADDRESS

Cathy Curtis

cdc0065@uah.edu

Type in Your Name and Email Address Here

Quote Summary

Subtotal \$413.98

Shipping --

Order Subtotal \$413.98

Continue

② Shipping Method

③ Billing Information Edit

Billing Address

University Of Alabama - Huntsville, Attn: Mdh 136 (# 125037)

Accounts Payable

Huntsville, AL 35899-0100

④ Review





Shipping Address

 Edit

UAH
Name/Attention: Cathy Curtis
301 Sparkman Dr NW
Huntsville, AL 35805-1911

**Make sure the Shipping Address
has Attention: Your Name**

② Shipping Method

Items shipped by CDW:

Choose Your Delivery Date

- 2-3 business days \$0.00
- 2 business days \$67.07
- Next business day afternoon \$194.21
- Next business day by noon, most areas \$197.82

Quote Summary

Subtotal	\$413.98
Shipping	--
<hr/>	
Order Subtotal	\$413.98

[Continue](#)





Shipping Method

 Edit

UPS Ground (2 - 3 days)
Thursday, March 21, 2024 (Ground)
Ship all items together

③ Billing Information

Billing Address

University Of Alabama - Huntsville, Attn: Mdh 136 (# 125037) - Accounts Payable, Huntsville AL, 35899 0100

Additional Details

QUOTE DESCRIPTION

All In One Printer



Name your Quote

COST CENTER CODE (optional)

Quote Summary

Subtotal \$413.98

Shipping Free Shipping

Sales Tax --



Order Total \$413.98

Continue



SET AS DEFAULT CHECKOUT

CHECK THIS BOX TO DEFAULT THESE SHIPPING CARRIER, BILLING ADDRESS AS DEFAULT FOR YOUR ORDERS



Shipping Address

Edit

UAH

Name/Attention: Cathy Curtis

301 Sparkman Dr NW

Huntsville, AL 35805-1911



Shipping Method

Edit

UPS Ground (2 - 3 days)

Thursday, March 21, 2024 (Ground)

Ship all items together



Billing Information

Edit

Quote Summary


Subtotal \$413.98

Shipping Free Shipping

Sales Tax --



Order Total \$413.98



Request Quote

ATTACH PDF COPY TO
CONFIRMATION

Grand Total reflects your
organization's tax-exempt status
based upon the shipping



Thank you, The University of Alabama your quote has been submitted.

Order Number: 1CDJ7JC

Order by: The University of Alabama in Huntsville

Date: 3/17/2024 9:53:53 PM

Confirmation Email Sent to: cdc0065@uah.edu

Billed from: CDW Government, 75 Remittance Dr., Suite 1515, Chicago, IL - 60675 (800) 594-4239

You will receive an email with the Quote attached. Send a copy of the Quote to purch@uah.edu. The Subject Line should include the requisition #. Type the Quote # in the Document Text of your requisition.

Thank you for your quote request

Prior to converting this quote to an order, please contact your account manager for configuration, pricing, and contract verification. Should you choose to convert this quote to an order without verification, you may be contacted by your account manager to confirm the details of your order.



