内蒙古民族大学采购申请表 编号：

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 项目单位 | | | |  | | | | | | | | | | | | | |
| 采购项目名称 | | | |  | | | | | | | | | | | | | |
| 项目属性 | | | | □货物 □服务 □工程（含工程类服务或货物，如设计、监理等） | | | | | | | | | | | | | |
| 是否为科研项目 | | | | □是 □否 | | | | | 科研项目编号 | |  | | | | | | |
| 采购预算 | | | | 经费来源 | | | |  | | | | | | | | | |
| 经费名称 | | | |  | | | | | | | | | |
| 预算金额 | | | | 元 | | | | 大写 | | | |  | |
| 采购计划表  （填写不下请另附采购计划表，维修等工程类需上传工程量清单及招标控制价） | | | | | | | | | | | | | | | | | |
| 序号 | | 采购品目 | | | 主要技术指标或规格 | | | | | | | | 数量 | | 单价（元） | | 合计（元） |
| 1 | |  | | |  | | | | | | | |  | |  | |  |
| 2 | |  | | |  | | | | | | | |  | |  | |  |
| 3 | |  | | |  | | | | | | | |  | |  | |  |
| 附采购计划表或其他附件 | | | | | |  | | | | | | | | | | | |
| 其他需求或说明 | | | | | |  | | | | | | | | | | | |
| 项目联系人 | | | | | |  | | | | 联系方式 | | | |  | | | |
| 项目负责人 | | | | | |  | | | | 联系方式 | | | |  | | | |
| 审核意见 | 采购单位负责人意见 | | | | | |  | | | | | | | | | | |
| 国资处 | | 资产配置审核 | | | |  | | | | | | | | | | |
| 财务处 | | 采购预算审核 | | | |  | | | | | | | | | | |
| 负责人意见 | | | |  | | | | | | | | | | |
| 付款方式 | | | | □6:4 □7:3 □9:1 □100% □其他方式: | | | | | | | | | | |
| 业务主管部门意见 | | | | | |  | | | | | | | | | | |
| 审计处意见 | | | | | |  | | | | | | | | | | |
| 分管业务校领导审批意见 | | | | | |  | | | | | | | | | | |
| 分管采购校领导审批意见 | | | | | |  | | | | | | | | | | |
| 校长审批意见 | | | | | |  | | | | | | | | | | |
| 采购管理部门意见 | | | | | |  | | | | | | | | | | |
| 招标采购科备案 | | | | | |  | | | | | | | | | | |
| 招标采购科执行 | | | | | |  | | | | | | | | | | |