##### A logo of a university Description automatically generated

**College of Graduate Studies and Scientific Research**

Research Project Materials/Items Purchase Application Form

**Project Number**

|  |  |  |
| --- | --- | --- |
|  |  |  |

Title of the Project

|  |
| --- |
|  |

**Principal Investigator**

|  |
| --- |
| Full Name Signature/Date |

**Applicant Name** (if different)

|  |
| --- |
| Full Name Signature/Date |
| College and Department |
| Telephone, Fax, E-Mail |

**Items\***

|  |  |  |
| --- | --- | --- |
| **Item**  (equipment /books /software /hardware … others) | **Supplier** | **Estimated Amount** |
| Full Specification\*\* | Name/Address\*\*\* | UAE Dirhams |
|  | **Total** |  |

\* Capital items are inherently property of the University. Handling / follow-up of such items shall be done through the designated University unit.

\*\* Give all technical specifications of the requested item (attach catalog if necessary).

\*\*\* Provide at least three suppliers giving their full contact details.

|  |  |  |
| --- | --- | --- |
| **Approval: Director, Purchasing Department** | | |
| **Name:** | **Signature:** | **Date:** |

|  |  |  |
| --- | --- | --- |
| **Approval: Head, Scientific Research Department** | | |
| **Name:** | **Signature:** | **Date:** |

|  |  |  |
| --- | --- | --- |
| **Approval: Dean, College of Graduate Studies and Scientific Research** | | |
| **Name:** | **Signature:** | **Date:** |

|  |  |  |
| --- | --- | --- |
| **Approval: Chancellor** | | |
| **Name:** | **Signature:** | **Date:** |