



Office of Consumer Credit Commissioner
 2601 North Lamar Boulevard
 Austin, TX 78705-4207
 Purchase Request Form

Directions: Use this form to request items not already available through supply. Requestor should complete and sign the form and forward it to their supervisor. Upon supervisor approval, the form will be forwarded to the chief accountant. Upon approval by the chief accountant, the form will be forwarded to the purchaser. A request may be denied at any level. The requestor may ask to receive a copy of the completed form showing the purchase order number and date of issue.

Recommended Vendor

Sistema Technologies

Address: 5750 Epsilon Phone: 210-342-3380
San Antonio, TX 78249 Fax: 512-877-3885

Class	Item	Product number and/or brief description	Quantity	Cost per unit	Extension
920	40	Maintenance for ALECS (hours)	1040	\$104.50	\$ 108,680.00
					\$ -
					\$ -
					\$ -
Total					\$ 108,680.00

Reason for request: annual maintenance for ALECS, Capacity Allocated as 52*20 hrs total 1040 hrs

Detail Description (REQUIRED if not indicated above): DIR-CPO-4633

Requestor: Thomas White Date: 09/14/23

Department: IT Phone: 512.936.7650

Approval

Department Supervisor: _____ Date: _____

Accounting Manager: _____ Date: _____

Purchaser: Alexandra Jones Date: _____

PO Number Issued: _____ Date: _____

PCC Code: I

Accounting Only: Comp Objt: 7262 **AY:** 2024