辽宁对外经贸学院

实验仪器设备（软件）采购申请表

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| 实验室名称： |  |
| 申 请 人： |  |
| 申 请 单 位： |  |
| 申 请 时 间： |  |

**一、实验仪器设备（软件）概况**

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| **序号** | **名称** | **新购/更新** | **功能需求** |
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**二、实验仪器设备（软件）论证情况**

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| 1.说明调研的方式，例如同类院校调研，企业推荐，网络搜索等。  2.说明调研产品情况，对比分析至少三家产品的功能需求满足情况及优势和劣势。  3.说明全国财经院校，尤其排名前十的院校使用的专业软件情况。  4.说明拟采购的软件在同类财经院校的使用情况。  5.说明拟采购的软件在未来5-10年内是否主流软件。   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **设备（软件）名称** | **型号** | **数量** | **单价** | **总价** | **厂家名称** | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |

**三、实验仪器设备（软件）运行条件要求**

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| （实验仪器设备运行基本条件、软件架构方式、服务器需求数量等） |

**四、申请单位意见**

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| 申请单位论证组意见（可由本单位的学术委员会或聘请有关专家等组成专门论证组，主要对仪器设备采购的必要性、可行性、前期调研情况、使用计划等内容进行论证） | | | | |
| 参加论证成员 | 姓名 | 职称 | 工作单位（部门） | 签 名 |
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| 单位  意见 | 单位负责人签字： （盖章）  年 月 日 | | | |