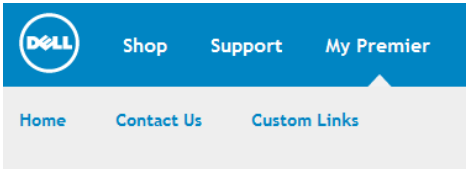


Instructions on how to access Dell sales created quotes:

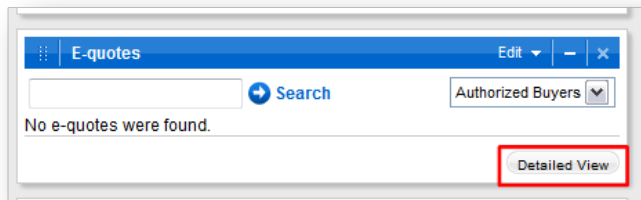
1. Punch-out to your Dell catalog
2. Click on **My Premier**



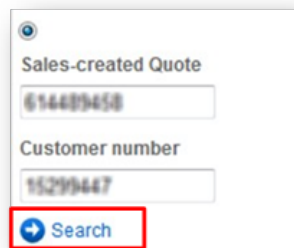
3. Click on **View All My Premier**



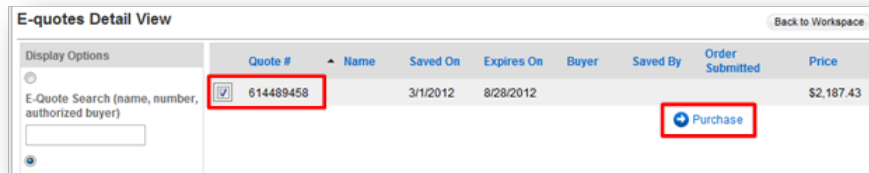
4. On the E-quotes gadget select **Detailed View**



5. Enter the **Sales-created Quote** (DOMS Quote #) and the **Customer Number** and click **Search**



6. Check the box to select the **Quote #** and click **Purchase**



7. Click **Checkout** ****NOTE: The Bill To and Ship To addresses will not be passed back on the order requisition****

United States Buy Online or Call 1-800-388-8239

Shop Support My Premier

Home Contact Us Reports Custom Links My Products and Services

QUOTE-TO-ORDER

Secure Shopping Guarantee VeriSign Trusted

Indicates Required Fields

Quote Summary

Please review the accuracy of this information before proceeding to checkout.

Quote Details

Dell quote number: 1100001000000000
Dell customer number: 1100000000
Dell sales representative: 01001 00000
Dell sales representative phone: (800) 274-3355, 50934
Date of quote: March 01, 2012 5:11 AM CST

Billing Address Shipping Address

1100001000000000
1100000000
01001 00000
(800) 274-3355, 50934
March 01, 2012 5:11 AM CST

1100001000000000
1100000000
01001 00000
(800) 274-3355, 50934
March 01, 2012 5:11 AM CST

Checkout

8. Complete the **Shipping and Handling Method** and select “I WILL NOT export...” under Trade Compliance and click **Continue**

SHIPPING VERIFY & SUBMIT ORDER ORDER SUBMITTED

Indicates Required Fields

Continue

Shipping & Handling Method

Shipping Option

7 Business Days

Trade Compliance

I WILL NOT export this order outside the United States.

I WILL export this order outside the United States.

The export of any product and software purchased from Dell must be made in accordance with all relevant laws of the United States, including and without limitation, the U.S. Export Administration Regulations. This may require that you obtain a formal export license or make certain declarations to the United States Government regarding product(s) to be exported, their destination or their end-use.

Continue

9. Verify the requisition details and Click **Submit Order Requisition**

VERIFY & SUBMIT ORDER REQUISITION

Secure Shopping Guarantee VeriSign Trusted

SHIPPING PAYMENT VERIFY & SUBMIT ORDER REQUISITION

Your Order Requisition is nearly complete. Please review the following details and edit if necessary. Select "Submit Order Requisition" (bottom right) to submit.

Bucknell University Purchase Order

Submit Order Requisition

View/Print Cart

Print Order Summary

Print Order Details

Shipping & Handling Information

Shipping & Handling Method

7 Business Days

Contact Information

Billing Information

Payment Method

Credit Terms

Order Requisition Date and Time:

March 20, 2012 9:26 AM CST

Contract Code

70137