衢州职业技术学院自行采购活动记录表

部门：

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 项目名称 | |  | | | 预算金额 | | ¥ | | | | | |
| 项目负责人 | |  | | 联系电话 |  | | | | 采购时间 | | |  |
| 非政采云采购原因 | | |  | | | | | 项目属性： 🞎货物 🞎服务 | | | | |
| 采购内容及过程记录 | | |  | | | | | | | | | |
| 采购结果记录 | 成交供应商名称 | |  | | | | | 成交金额 | | ¥ | | |
| 项目期限 | |  | | | | | 质保期 | |  | | |
| 付款方式 | | □一次性付清;□分期付款\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | |
| 违约责任 | |  | | | | | | | | | |
| 其他约定 | |  | | | | | | | | | |
| 采购人员签名 | |  | | | 经费负责人签字 | | | | |  | |

注：本表适用范围是“非政采云采购货物及服务，且预算金额2万元以下的采购项目”。

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 项目名称 | |  | | | 预算金额 | | ¥ | | | 项目编号 | | |  |
| 项目负责人 | |  | | 联系电话 |  | | | | 采购时间 | | |  | |
| 非政采云采购原因 | | |  | | | | | 项目属性： 🞎货物 🞎服务 | | | | | |
| 采购内容及过程记录 | | |  | | | | | | | | | | |
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| 付款方式 | | □一次性付清;□分期付款\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | |
| 违约责任 | |  | | | | | | | | | | |
| 其他约定 | |  | | | | | | | | | | |
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