

**** All Apple products *must* be ordered via a quote/proposal created by Technology Services. Please contact Jamie Rhine (jtrhin@ship.edu or x1260) with your request so a quote can be created. ****



PLEASE NOTE:

These supported configurations include AppleCare+ for iPad, which gives you either two or three years of repair coverage and technical support from the original purchase date. It also adds coverage for up to two incidents of accidental damage (each subject to a \$49 service fee). Shippensburg University requires the purchase of AppleCare+ with your university-purchased iPad.



iPad Mini (7.9-inch)



iPad (10.2-inch)

Capacity and Price

Wi-Fi

- 64GB (2 yr. warranty) **\$438**
- 64GB (3 yr. warranty) **\$458**
- 256GB (2 yr. warranty) **\$588**
- 256GB (3 yr. warranty) **\$608**

Color Choices

- Silver (white front)
- Space gray (black front)
- Gold (white front)

Wi-Fi

- 32GB (2 yr. warranty) **\$358**
- 32GB (3 yr. warranty) **\$378**
- 128GB (2 yr. warranty) **\$458**
- 128GB (3 yr. warranty) **\$478**

- Silver (white front)
- Space gray (black front)
- Gold (white front)

**** For full specs for each model, go to apple.com/ipad and click on **Tech Specs**. ****

iPad Accessories

All accessories listed below are sold at an additional cost.

Covers & Cases

Smart Cover - **\$39** (iPad Mini); **\$49** (iPad 10.2-inch)
Protects the front of your iPad, automatically wakes the iPad when opened.



Smart Keyboard for iPad (10.2-inch) - **\$159**
Protects the device as a cover while offering keyboard functionality (not available for iPad Mini).



Available Colors:



**** Additional covers and cases are available for purchase on Amazon and from other retailers.**

Video Adapters

Lightning Digital AV Adapter - **\$49**
Share what's on your iPad's screen on a larger display connected by HDMI.



Lightning to VGA Adapter - **\$49**
Share what's on your iPad's screen on a larger display connected by VGA.



Additional Accessories

Apple Pencil - **\$89**
Compatible with the 10.2-inch iPad & iPad Mini

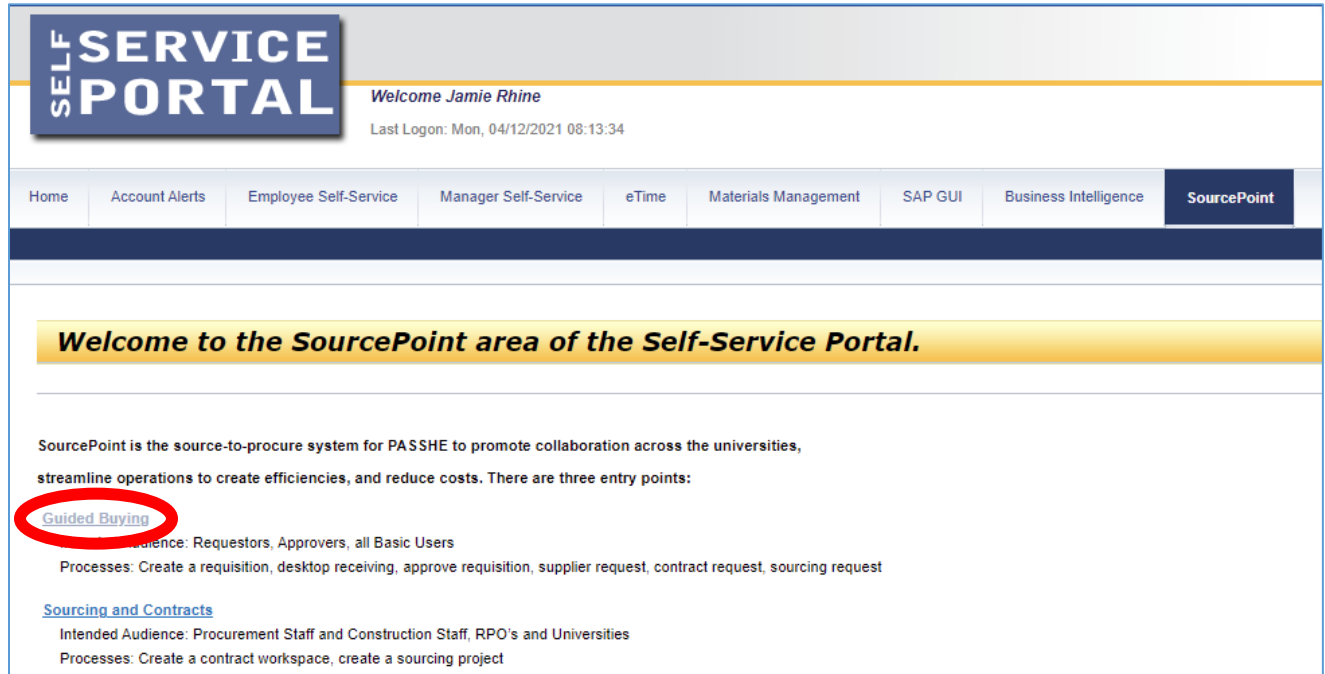


All iPad purchases must be accompanied by a quote provided by Technology Services.
For a quote, please contact Jamie Rhine (jtrhin@ship.edu or 717-477-1260).

Purchasing Apple products in SourcePoint

Apple products must be entered in SourcePoint as a “non-catalog” request. You must have a quote prepared that can be uploaded along with your purchase requisition (PR).

1. Log in to SourcePoint by going to <https://portal.passhe.edu> and signing in with your full Ship e-mail address and password. Click on the **SourcePoint** tab and choose the link for **Guided Buying**.



SELF SERVICE PORTAL

Welcome Jamie Rhine
Last Logon: Mon, 04/12/2021 08:13:34

Home Account Alerts Employee Self-Service Manager Self-Service eTime Materials Management SAP GUI Business Intelligence **SourcePoint**

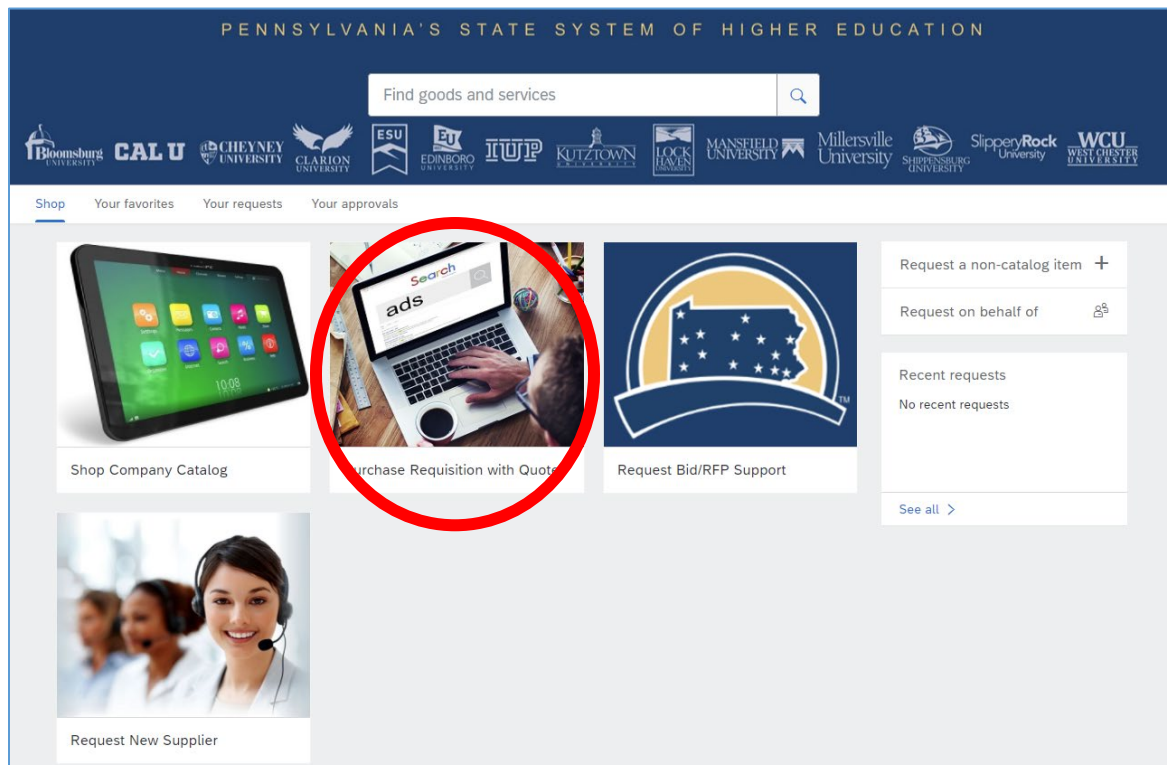
Welcome to the SourcePoint area of the Self-Service Portal.

SourcePoint is the source-to-procure system for PASSHE to promote collaboration across the universities, streamline operations to create efficiencies, and reduce costs. There are three entry points:

Guided Buying
Intended Audience: Requestors, Approvers, all Basic Users
Processes: Create a requisition, desktop receiving, approve requisition, supplier request, contract request, sourcing request

Sourcing and Contracts
Intended Audience: Procurement Staff and Construction Staff, RPO's and Universities
Processes: Create a contract workspace, create a sourcing project

2. From the SourcePoint homepage, click on **Purchase Requisition with Quote**.



PENNSYLVANIA'S STATE SYSTEM OF HIGHER EDUCATION

Find goods and services

Bloomsburg University CALU CHEYNEY UNIVERSITY CLARION UNIVERSITY ESU EDINBORO UNIVERSITY IUPUI KUTZTOWN UNIVERSITY LOCK HAVEN UNIVERSITY MANSFIELD UNIVERSITY Millersville University SHIPPENSBURG UNIVERSITY Slippery Rock University WCU WEST CHESTER UNIVERSITY

Shop Your favorites Your requests Your approvals

Shop Company Catalog **Purchase Requisition with Quote** Request Bid/RFP Support

Request a non-catalog item +
Request on behalf of

Recent requests
No recent requests

See all >

Request New Supplier

3. Enter the Product name, Description, Category, Quantity, and Unit price. Click on **Add to cart**.

Non-catalog request

Product name *
Apple iPad 10-2 in Wi-Fi

Category *
Tablet computers

Description *
Apple iPad 10-2 in Wi-Fi, 32 GB, Silver

Quantity *
- 1 +

Unit of measure *
each

Unit price *
358 USD

Supplier
No recommended suppliers [View all suppliers](#)

Add to cart Cancel

4. SourcePoint will now show the items you are ordering in the shopping cart. Click on **Check out** when finished.

You have **1 item** in your cart

Apple iPad 10-2 in Wi-Fi
Apple iPad 10-2 in Wi-Fi, 32 GB, Silver
\$358.00 USD [Delete](#)

Quantity
- 1 +

Total: **\$358.00 USD** **Check out**

5. Fill in all of the PR details, such as Need-by Date, cost center, GL Account, cost center, etc.

Apple iPad 10-2 in Wi-Fi
Checkout / PR1990

Submit Save and exit

| | | |
|--|---|-----------------------------------|
| Ship to Central Receiving 230 North Earl St Shippensburg, PA 17257 United States | Charge to GL Account (0000620310 (EndPoint Device-End User)) | Total cost \$358.00 USD |
|--|---|-----------------------------------|

Show additional details

Items (1)

This item contains missing or incorrect information.

| Quantity | Price | Amount |
|----------|---------|--------------|
| 1 | 358 USD | \$358.00 USD |

Unit of Measure: each

Name: Apple iPad 10-2 in Wi-Fi
Vendor: No supplier selected
Description: Apple iPad 10-2 in Wi-Fi, 32 GB, Silver
Contact: (no value)

6. Under the “Attachments” section at the bottom, upload the Apple quote/proposal that was provided for the purchase. You can either drag and drop the file into the window, or click on **Browse** and select it. Once finished, click on the **Add** button to save the attachment.

Attachments

Drag and drop file here, or browse to upload

Proposal 2110093636.pdf

Share with supplier

Add

Please note: File names can contain up to 255 characters, and can include a hyphen (-) and underscore (_). No other special characters are allowed.

7. When finished entering the PR information, click on **Submit** at the top of the page to send your PR for approval/ordering.