How to Use the Dietrich School Scientific Stockroom DSS Punch-out in PantherExpress

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The Office of Undergraduate Research, Scholarship and Creative Activity is pleased to accept applications for the Anthony and Concetta Anthonsio Infernship Award. This award provide \$5,000 to support a mining junior or senior in the Dietrich School who has received an unpaid, academic infernship for the summer of 2022. This intenship may take place in Pitts View MOPC	Because starting any new venture presents many questions, we've created the Start Suart Series. Start Smart can help entrepeneurs like yourself grasp fundamental issues that startups face, like building your professional team, handling your inte <i>View more</i>	The Student Experience in the Research University (SERU) survey is an opportunity to provide honest and confidential feedback about your stude experience at Pitt. The more students we here from, the more we can improve the University moving forward. View more
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Ę	University of Pittsburgh	
	Pitt Passport	
Username		
Password Password		
	Submit 🔿	
Forg	ot password? 🕜 Need Help?	

Receive your authentication

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	Duo Push REC			Send Me a Push
What is this? C Add a new device	🛞 Call Me			Call Me
My Settings & Devices Need help?	Passcode			Enter a Passcode
Secured by Duo	 Remember me for 	24 hours		

Use your Pitt Single Sign-in process to access <u>my.pitt.edu</u>.

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The My.Pitt.Edu Webpage

Pittsburgh myPitt	Browse Categories +	Q Pittsburgh - Staff -
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Accepting applications: Ambrosio Interns ×	Undergrads on the Pittsburgh campus: T ×	Attend the 2022 Staff Council Spring Asse ×
The Office of Undergraduate Research, Scholarship and Creative Activity is planted to accept applications for the Anthony and Concrets Anthonyon Jammahy Assum. This avoid provides 55,000 to support a mining justice of research in the Direction School who has received as unput, a cademic internation for the nummer of 2022. This interemby may take place in Phin <i>Minine (TROPE</i>)	The Student Experience in the Research University (SER1) survey is an opportunity to provide house that confidential feedback shout your tradent experiences at Phr. The more students who have from, the more we can improve the University moving forward. MIGW MORE	This year's keynote speaker is Felicia Savage Friedman, founder of YogaRoots. The theme is, "Who are You in the Legacy of Racism?" view more
		VIEW ALL
Student, Faculty, and Staff Resource	s	
Student, Faculty, and Staff Resources	Student Services Faculty Services	Staff Services
Teaching, and Work Res (All Campuses)	All Campuses)	C R (All Campuses)

In my.pitt.edu scroll down looking in the scroll down to the center frame for The PantherExpress System.

You may need to click See More.

If you don't have access to PantherExpress you can look at our online catalog and or our excel parts list. Both are linked from the DSS Webpage: http://researchservices.pitt.edu/facilities/scientific-stockroom

Then tell your department buyer what you want.

Most Po	pular				
S	Pitt Email Outlook(All Campuses)	CANVAS	Canvas Learning Management System (A i ♡		PeopleSof HighPoint Ca
	OneDrive Microsoft Office 365 (All Campus i •	Pitt Worx.	Pitt Worx Pitt Worx Login (All Campuses)	Publ	PubMed HSLS (All Can
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Å	The PantherExpress System Jaggaer/SciQuest (All Campuses) i	A MISSIONS &	Office of Admissions (All Campuses) i ♡		Approve T Pitt Worx (All
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	PRISM PRISM (All Campuses)		Student Health Service Student Portal Pitt-Pittsburgh(All Campuses)	qualtrics. ³³⁴	Online Su Qualtrics (All

Click PantherExpress

After Clicking PantherExpress the screen will change



The PantherExpress System Home/Shop Page

Home	PantherExpress		Al
	Shop • Shopping Dashboard		
Shop	Home Shopping Dashboard		
orders			
Contracts	Shop		
Accounts Payable	Simple Advanced	Go t	o: Favorites Forms Non-Cata
	Search for products, suppliers, forms, part number, etc.		
Reporting	dearch to produces, adjoinens, ronnis, parcinantines, etc.		
. Reporting	Showcases		My Draft Carts
Reporting			My Draft Carts Showing Results 1 - 5 of 15
. Reporting	Showcases		
. Reporting	Showcases Showcased Hosted Catalog Suppliers	>	Showing Results 1 - 5 of 15

Use the Shop • Shopping Dash Board option selecting between it and the Home option

Scroll down to show the Dietrich School Scientific Stockroom logo.

😚 Home	PantherExpress	
Shop	Shop • Shopping Dashboard	
Orders	Home Shopping Dashboard Standard Forms	~
Contracts		٥
Accounts Payable	Blanker/ Standing Order USD/Quote Software Update My PO	
Reporting	Non-Catalog Form	
	Internal (University) Suppliers	~
	Lab Supplies	

Click the Dietrich School Scientific Stockroom button that has our logo on it.

The DSS Stockroom PUNCHOUT is under the Internal (University) Suppliers heading.

Options for selecting products

You have two ways to add items to your shopping cart: Contents

Page

Option 1.

USING DSS STOCKROOM LISTS	6	
Option 2.) Buying when you know the catalog N	<u>Number</u>	17
NOW IN PantherExpress / Finalizing your Shopp	oing Cart	21

The Dietrich School Scientific Stockroom landing page will load.

Fisher Scientific	Fisher Healthcare	Fisher Science Education	on 🕕					
(F) fish	by Thermo Fisher	tific _{Scientific}		Safety Data Sheets	Product Certificate	es My Recent Orders	Welcome, Josh Jones! Order By Catalog	Number
Shop Prod	ucts	~				Fisl	Your Account	Ä
Dietrich	School Sc	ientific Stoc	kroom	ı				
Biological Scie products inclu 326 Chevron	ences and Pitt Che Jding ethanol, for t Science Center, wi	mistry Stockrooms. The the convenience of rese th hours of operation fi	e DSS main earchers or rom 7:30 a.	nified operations of the tains a wide variety of s n campus. The stockroo m. to 5 p.m. Monday th the same day or for ne	cientific om is located in rough Friday.	EDIETRICH SCI Constants Exponential Exportation	iool Theic	
Did You Know?								
research comm	unity. These includ	1	es, chemica	frequently purchased b als, and office and janito Hall/Garage.	, ,	0		
0				equest, please place yo order error occurs, plea				

stockroom does not receive amended purchase orders.

Ordering Tips

You may wonder, "why does the punchout look like Fisher Scientific's Punchout?" The Stockroom is operated with inventory management support from Unity Lab Services (part of ThermoFisher Scientific) and as such, our PantherExpress System is integrated with the Fisher Scientific inventory management system known as RIMS. Our Stockroom catalog now runs off of the Fisher Scientific software platform, which is why it mirrors the regular Fisher Scientific Punchout. More Frequently Asked Questions are

Option 1.

USING DSS STOCKROOM LISTS

Scroll down to the links for "My Hotlists"

Welcome to the Dietrich School Scientific Stockroom (DSS), the unified operations of the former Biological Sciences and Pitt Chemistry Stockrooms. The DSS maintains a wide variety of scientific products including ethanol, for the convenience of researchers on campus. The stockroom is located in 326 Chevron Science Center, with hours of operation from 7:30 a.m. to 5 p.m. Monday through Friday. When approved by 4:30 p.m., most orders are available for pick up the same day or for next day delivery.



Did You Know?

The Dietrich School Scientific Stockroom carries the products most frequently purchased by the University of Pittsburgh research community. These include scientific consumables, chemicals, and office and janitorial supplies. Customers can pick up their orders at 326 Chevron Science Center or 120F Langley Hall/Garage.

Adding an External Note may delay your order. If you have a special request, please place your order and contact the DSS staff at 412-624-8551 with your PO number and request. Note: If an order error occurs, please do not modify the PO. The stockroom does not receive amended purchase orders.

Ordering Tips

The most efficient way to shop the Dietrich School Scientific Stockroom is to utilize **My Hotlists** or **Rapid Order by Catalog Number**.



For additional ordering help, refer to the Shared Research Support Services DSS Information page.

Quick Links

University of Pittsburgh – Dietrich School Scientific Stockroom Catalog

Click "My Hotlists"

If the page says login, then hit the [F5] button to refresh the screen.

fisher scientific	ter Status Order By Catalog Number Your Account Your Account
Safety Data Sheets Product Certificates Ord Shop Products Home - My Lists	Your Account 🔔 🛌
Home + My Lists	Your Account Fisher PunchOu
My Lists	
	+ Create List
Personal lists (30) Company lists (88)	
List Title (A-Z) • 20210805	0 item(s)
20210805 23 Add Description	
2021 price quantity ch 24 eck Search this list Q Catalog Number (Ascending)	••• List Options
Batteries 4	
Chevron Sci Ctr only 12 ServicesNo delivery avail. Because of certain items below we can't add your entire list to the cart at this time. Please view product(s) for possible alternatives or contact our Product Support Team for a	assistance
	abbitance.
Delters/K.Brown 97	

Select the "Company" My Lists

Personal lists (30) Company lists (88) List Title (A-Z) • 3M (Scotch) 16 Acros Organics / AirTit 26 e (Norm-Ject) / Alfa A esar Avantor(JT Baker) / B 27 D (Bacto) 2 *Balloons *Binding Strips 1 *Bio *Lab Non Flame 3 Resistant Lab Coats *Biology Items 8 Bio-Rad 33 *BioSafety hot List cre 21 ated by EHS *Buffers 9 Bulwark / Cadence Sc 31 ience / Cambridge Iso topo

We have Lists organized with type of supply, and Company Name

Select the type of item you want, or the brand of item you want.

Example: NEB Items

ist Title (A-Z)	•	NEB	(New England Biolabs)	0 item(s
.r.ə				
latheson / Microflex	31	Search t	his list Q Catalog Number (Ascending)	
Metal Animal Tags	2	Search		••• List Options
Microscopy	11			
lillipore Sigma	67			
Miscellaneous Lab S pplies	69		New England Biolabs, Inc. NotI-HF - 500 units \$79.56 Catalog #508112040 / Each by New England Biolabs, Inc.	Add to cart
lational/ National Dia / National Target DP	8	•	Č Check Availability	
IEB (New England Biolabs)	30		In Stock(1) Available in DIETRICH SCHOOL STOCKROOM encompass	
Needles / Syringes	52		"NOTI-HF-500 U"	
lewell(Expo/Rubber naid/Sharpie/KrazyGl e/PaperMate	17			
NMR SUPPLIES	22			
Non Fat Instant Dry	1	-	New England Biolabs, Inc. T4 Polynucleotide S58.89 Kinase – 500 units Catalog #50811602 by New England Biolabs, Inc.	Add to cart
			C Check Availability	

Scroll down to EcoRI

New England Biolabs, Inc. EcoRI – 10000 units	\$65.09 / Each	Add to ca
Catalog #50811920 by New England Biolabs, Inc.	/ Each	
Charle Availability		
Ċ Check Availability		
In Stock(1) Available in DIETRICH SCHOOL STOCKRO	MC	
encompass		
"ECOR I"		

Enter 1 in the quantity.

1 Is indicated as added to your Cart

1	New England Biolabs, Inc. EcoRI – 10000 units Catalog #50811920 by New England Biolabs, Inc.	<u> </u>	65.09 Each	1	Add to cart
	Check Availability In Stock(1) Available in DIETRICH SCHOOL STOCKROOM encompass				
	"ECOR I"				

Click "Add all items to cart" on the bottom right.

New England Biolabs, Inc. EcoRI – 10000 units Catalog #50811920 by New England Biolabs, Inc.	 \$65.09 / Each 	1	Add to cart
Check Availability			
In Stock(1) Available in DIETRICH SCHOOL STOCKROOM encompass			
"ECOR I"			
	0		
New England Biolabs, Inc. HindIII – 10000 units Catalog #50811928 by New England Biolabs, Inc.	 \$65.09 / Each 		Add to cart
Catalog #50811928			Add to cart
Catalog #50811928 by New England Biolabs, Inc.			Add to cart
Catalog #50811928 by New England Biolabs, Inc. Check Availability In Stock(1) Available in DIETRICH SCHOOL STOCKROOM			Add to cart
Catalog #50811928 by New England Biolabs, Inc. Check Availability In Stock(1) Available in DIETRICH SCHOOL STOCKROOM			Add to cart
Catalog #50811928 by New England Biolabs, Inc. Check Availability In Stock(1) Available in DIETRICH SCHOOL STOCKROOM encompass			Add to cart
Catalog #50811928 by New England Biolabs, Inc. Check Availability In Stock(1) Available in DIETRICH SCHOOL STOCKROOM encompass		1 item(s)	Add to cart

Verify you have the right item in you cart

Shopping Cart Account: 011068005 Fisher PunchOut Partner Fisher PunchOut Partner				Print 🖷	Share À
Item	Price	Qty	Subtotal	Return Cart to Purchasing Applica	
New England Biolabs, Inc. EcoRI – 10000 units to by New England Biolabs, Inc. R0101S Catalog number 50811920 encompass	\$65.09 / Each	1 ble In DIETRICH SCHOOL × Delete ↓		Order Summary Subtotal - 1 items Order Total Cancel Punchou	\$65.09 \$65.09
Forgot Something? Enter catalog numbers separated	d by a space.	P	Add to cart		

You Click the "Return Cart to Purchasing Application"

Log Ou	It of Fisher session					
Your sho	opping session on the Fisher Scientific website is complete and you have	e successfully logged or	ut of the site.			
	e 'Submit' button to return the items in your cart to your purchasing ap lose the items in your cart if you do not click 'Submit' or if you use the b					
lf you ne	eed to make changes to your cart, please submit this cart and then return	rn to the Fisher Scientifi	c website from y	our purchasing application.		
					Account Numb	er:01106800
	Item	Price	Qty	Availability		Subtotal
	New England Biolabs, Inc. EcoRI = 10000 units-br>-cdiv class="glyphs_html_container" data-partnumber="50811920"> <img <span="" class="message_heading"/> Supplier Diversity Partner-br/>-cspan class='message_description'>Small and/or diverse supplier based on Federal laws and SBA requirements.-br /> <a href="/us/en/programs/supplier-
diversity-program.html" target="_blank">Learn More- " />ECORI 10000 U Catalog number 50811920	\$65.09 / Each	1		ETRICH	\$65.09
					Order Subtotal	\$65.09
					Cart Total	\$65.09

Click "Submit"

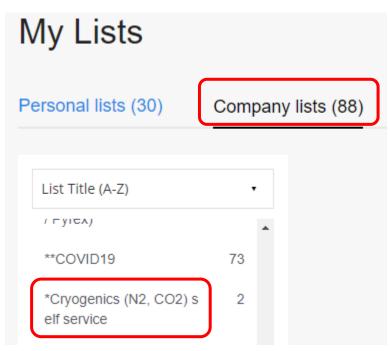
Proceed to the "NOW IN PantherExpress" Section 21

This page intentionally left blank.

Adding Dry Ice to your cart that you obtained from the DSS Stockroom.

Back to my hot Lists

Select "*Cryogenics (N2, CO2) Self Service"



The hot List will load

Using the 'Cryogens' Hotlist

arch this list Q Catal	og Number (Ascending) -	••• List Op
Catalog #NC0084820	 \$1.48 / Each 	Add to ca
Check Availability In Stock(1) Available in DIETRICH SCH	DOL STOCKROOM	
'LIQUID NITROGEN 1 LITER'		
	\$1.43 / Each	Add to ca
Catalog #NC0084822		
Catalog #NC0084822 C Check Availability In Stock(1) Available in DIETRICH SCH	DOL STOCKROOM	

Enter the obtained quantity; add the quantity of dry ice you got by the whole pound. If you only get $\frac{1}{2}$ a pound then round up, and the next time you get a half pound you have already paid for it.

Click "add to cart" to do so.

You can see the dry ice is added to your cart as it shows (11) on the "add to cart" green button. *I added 11 pounds to my cart.*

Catalog #VC0084822	 \$1.43 / Each 	11	Add to cart
Check Availability In Stock(1) Available in DIETRICH SCHOOL STOCKR	ROOM		
"DRY ICE 1LB"			

Scroll to the bottom right. Then click "Add all items to cart"

Catalog #NC0084822	 \$1.43 / Each 	11	Add to cart
Check Availability			
In Stock(1) Available in DIETRICH SCHOOL	STOCKROOM		
"DRY ICE 1LB"			
		C	
	11	item(s)	Add all items to cart

Your Shopping Cart

count: 011068005 Fisher PunchOut Partner Fishe nchOut Partner	r			Print	🖹 Share À
Item	Price	Qty	Subtotal	Return Cart t Purchasing Appli	
SELF SERV DRY ICE 1LB	\$1.43 / Each	11	\$15.73		
Catalog number NC0084822	Sin Stock (11) - Availab			Order Summary	
	• III SLOCK (11) * Avanal		DE STOORHOOM	Subtotal - 11 items	\$15.73
		× Delete	Save for later	Order Total	\$15.73
orgot Something? Enter catalog numbers s	eparated by a space.			Cancel Punch	out
			Add to cart		

Verify the correct items are added to your cart.

Dry Ice is self-service, bringing a container to hold your dry ice is required:

DSS Stockroom Address: 326 Chevron Science Center

Hours: 8 a.m. to 5 p.m. Monday - Friday

http://researchservices.pitt.edu/dss-location-contact-information

Here is an excerpt from our <u>Stockroom Frequently Asked Questions</u> regarding DRY ICE and LIQUID NITROGEN.

To order dry ice and/or liquid nitrogen follow these steps:

1. Go to the storage center for dry ice and liquid nitrogen.

2. Safely obtain the amount of product you need or is available for withdrawal (bring Personal Protective Equipment, appropriate containers for your cryogens).

3. Go to the Chrome book computer, login to your PantherExpress System account, select the Dietrich School

4. Scientific Stockroom (DSS) Punchout and place an order for the amount of dry ice and/or liquid nitrogen you obtained (if you do not have access to PantherExpress, then note the amount obtained and have your department buyer make the purchase for you).

5. This is required for the tracking and management of these products and how your account will be charged.

6. Submit your order, secure the storage center, and return to your lab.

The PantherExpress System order will be approved by the appropriate account approver by next business day. You will receive an order confirmation, which will be for your records only since you already obtained your product.

Q. Can I have Liquid Nitrogen and/or Dry Ice delivered to my lab?

A. No, these items are not ideal for next day shipping. Dry ice and liquid nitrogen evaporate and require insulated storage containers. Kelly Dry Ice is a University supplier in the PantherExpress System. Sources for liquid nitrogen include Pitt Cryogens and Matheson, both in the PantherExpress System. Pitt Cryogens is an internal (Dietrich School of Arts and Sciences) supplier for Liquid Nitrogen and Liquid Helium. Matheson is a contracted gas supplier in the PantherExpress System. Table of Contents

Click "Return Cart to Purchasing Application" to checkout in the PantherExpress System.

T and						
	Item	Price	Qty	Subtotal	Return Cart (Purchasing Appli	
	SELF SERV DRY ICE 1LB	\$1.43 / Each	11	\$15.73		
	Catalog number NC0084822					
		In Stock (11) - Available	In DIETRICH SCHOO	DL STOCKROOM	Subtotal - 11 items	\$15.73
			× Delete 🤳	Save for later	Order Total	\$15.73

Click submit

Log Out of Fisher session

Your shopping session on the Fisher Scientific website is complete and you have successfully logged out of the site.

Click the 'Submit' button to return the items in your cart to your purchasing application.

You will lose the items in your cart if you do not click 'Submit' or if you use the browser 'Back' button.

If you need to make changes to your cart, please submit this cart and then return to the Fisher Scientific website from your purchasing application.

				Account Numb	ber:011068005
Item	Price	Qty	Availability		Subtotal
SELF SERV DRY ICE 1LB Catalog number NC0084822	\$1.43 / Each	11	In Stock (11) - Available In DIE STOCKROOM	TRICH SCHOOL	\$15.73
				Order Subtotal	\$15.73
				Cart Total	\$15.73
					Submit

Proceed to the "NOW IN PantherExpress" Section

21

Ordering by Catalog number

Link to regularly updated the stockroom Catalogs and Excel Lists: http://researchservices.pitt.edu/DSSitems

Option 2 a.

Alternatively, you can choose "Rapid Order by Catalog Number"

Buying when you know the catalog Number

Welcome to the Dietrich School Scientific Stockroom (DSS), the unified operations of the former Biological Sciences and Pitt Chemistry Stockrooms. The DSS maintains a wide variety of scientific products including ethanol, for the convenience of researchers on campus. The stockroom is located in 326 Chevron Science Center, with hours of operation from 7:30 a.m. to 5 p.m. Monday through Friday. When approved by 4:30 p.m., most orders are available for pick up the same day or for next day delivery.



Did You Know?

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Adding an External Note may delay your order. If you have a special request, please place your order and contact the DSS staff at 412-624-8551 with your PO number and request. Note: If an order error occurs, please do not modify the PO. The stockroom does not receive amended purchase orders.

Ordering Tips

The most efficient way to shop the Dietrich School Scientific Stockroom is to utilize **My Hotlists** or **Rapid Order by Catalog Number**.



For additional ordering help, refer to the Shared Research Support Services DSS Information page.

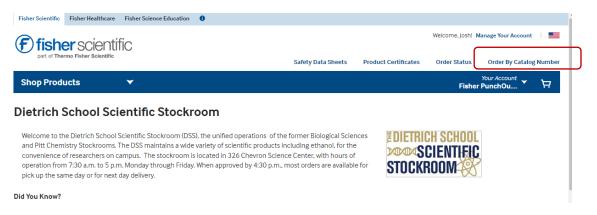
Quick Links

University of Pittsburgh – Dietrich School Scientific Stockroom Catalog

Option 2 b.

Choose Order By Catalog Number also gets you to the same place.

Click the "Order By Catalog Number" link in the top right hand side of the DSS Stockroom punchout.



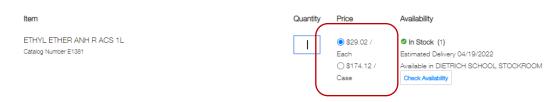
Please use your own order list, or look at the <u>catalogs</u>, then enter a stockroom part number.

	Fisher Scientific	Fisher Healthcare	Fisher Science Education	
(\smile	Pr Scientif no Fisher Scientific	íC	٤
	Shop Produ	cts	•	
C	Quick Ord	der		
A	ccount Number	: 011068005		
	Enter Cat	talog Numbe	rs: Line by Line	
	Units of sale (e		art by entering catalog number: and pricing will display once th	
	Item			Quantity
	E138			
	Fisher Ca	talog Number		
	E1384-25G			
	1 2130-1			

Select the right instance of the number you type in.

Select the correct unit, Each or Case for example.

Enter Catalog Numbers: Line by Line



Add products to your shopping cart by entering catalog numbers and quantities. Units of sale (e.g., pack vs. case) and pricing will display once the catalog numbers have been entered.

Enter the quantity you need

Enter Catalog Numbers: Line by Line

Add products to your shopping cart by entering catalog numbers and quantities. Units of sale (e.g., pack vs. case) and pricing will display once the catalog numbers have been entered.

Item	Quantity	Price	Availability
ETHYL ETHER ANH R ACS 1L Catalog Number E1381	11	● \$29.02 / Each ○ \$774.12 / Case	In Stock (1) Estimated Delivery 04/19/2022 Available in DIETRICH SCHOOL STOCKROOM Check Availability

Repeat the steps, then "add the items to you cart"

Enter Catalog Numbers: Line by Line					
Add products to your shopping cart by entering catalog n vill display once the catalog numbers have been entered.		.g., pack vs. case) and j	pricing		
Item	Quantity	Price	Availability		
ETHYL ETHER ANH R ACS 1L	11	O \$29.02 /	Check Availability	× Remove Item	
Catalog Number E1381		Each			
		Case			
			Total	Items: 11	Add Items to 0

Review items in you cart then "return the cart to the Purchasing Application"

Continue adding items to your cart by Buying when you know the catalog Number

17

Click "Return Cart to Purchasing Application"

Items in Your Cart	Price	Quantity	Availabilit	у	Item Subtotal
E1381	 \$29.02 / Each \$174.12 / Case 	11	On Order (Through Di	11) ETRICH SCHOOL STOCKROOM	\$1,915.32
× Remove Item 🔺 Add to List					
			Order Su	btotal	\$1,915.32
Add all items to a List © Empty Cart					
				Cart Total	\$1,915.32
				Returning your cart to your purchasir you out of the Fisher Scientific websi	

Keep Shopping Return Cart to Purchasing Application

Click submit

Catalog No.	Price	Quantity	Availability	Item Subtota
E1381 ETHYL ETHER ANH R ACS 1L	\$174.12 / Case	11	From: DIETRICH SCHOOL STOCKROOM	\$1,915.32
			Order Subtotal	\$1,915.32

	Cart Total	\$1,915.32
	NOTE: Shipping and handling charges will be calculated at time of shipment based upon your account's terms and conditions.	Submit
F	Proceed to the "NOW IN PantherExpress" Section 21	

Finalizing your Shopping cart:

NOW IN PantherExpress

A Home	PantherExpress						All - Se	arch (Alt+Q) Q	230.02 UST 🖶 🗸 I 🔶 📥
T Shop	Shopping Cart • 156508774 •							= 0	Assign Ca Proceed To Checkout
Orders	Simple Advanced						 Q	Orrect these issue You are unable to p	a. ~
Contracts	26 Items							Requisition can or items to another d	nly contain one supplier. Remove or Move the graft cart.
 Reporting	Dietrich School Scientific Stockroom · 12 Items · 80	.82 USD						Estimate (230.02 USI	
	SUPPLIER DETAILS Chevron : United States -	Catalog No.	Size/Packaging	Unit Price	Quantity	Ext. Price		Subtotal	230.02
								Shipping Handling	0.00
	Commodity Code	50811920 ¥	EA	85.09	Qty: 1 EA	65.09	🗆		230.02
	2 TEMETALS & Commodity Code	NC0084822	EA	1.43	Qty: 11 EA	15.73	🗆		

Your shopping cart has been returned to the Internet Procurement System

Click "Proceed to Checkout"

Adding an account number

	Internal Notes and A	ttachments	;
Internal Note Internal Attachments			edit
Add Attachments		Size Attached on	
Job Number	no value		
🛛 User does not have the necessa	ry permissions to view the custom f	ields associated with this section.	
9 User does not have the necessa	ry permissions to view the custom f	ields associated with this section.	View/edit by line item

If required, click "Edit on Internal Notes and Attachments" and enter your account number. When purchasing from the DSS Stockroom, use subcode 6088 (Interdept Non-Overhead Bearing Supplies). For account activation, contact CFO – Account Requests at <u>accountrequests@cfo.pitt.edu</u>. PRISM system activation takes 60-90 minutes.

Requisitions without the required 6088 subcode will automatically be returned to the buyer by the panther express system.

Choosing how to get your order

Delivery or Pickup.

Leave as Delivery Fee: United States for Delivery

∧ SUPPLIER DETAILS Delivery Fee : Un	ited States 💌					
Contract	PO Number					
no value	To Be Assigned					
Item	Catalog No.	Size/Packaging	Unit Price	Quantity	Ext. Price	
ETHYL ETHER ANH R ACS 1L	E1381	EA	29.02	Qty: 1 EA	29.02	[
∧ ITEM DETAILS ♦						ø
Manufacturer Name Unknown	Contract: <i>no value</i>			Internal Note <i>no value</i>		
Manufacturer Part Number	Taxable			Internal Attac Add	hments	
Unknown Supplier Part Auxiliary ID	Capital Exp ×	ense		External Note <i>no value</i>		
EA	Commodity	Code		Attachments Add	for supplier	

Delivery by Pitt drivers is the University's preferred method of transporting supplies to your laboratory. Since the University's preferred method is delivery, your order automatically includes the delivery charge (Delivery Fee: United States Option).

Change to Chevron: United States for Pickup

You can change the order to pick up, after your cart is returned to the PantherExpress System, click on "Return to Shopping cart." Underneath Dietrich School Stockroom, you will see "Delivery Fee: United States".

Click on "Delivery Fee: United States," then click "Chevron: United States" to pick up your item in Chevron.

SUPPLIER DETAILS drop down menu options

Chevron: United States Delivery Fee: United States Langley Station: United States

You will not be charged the handling fee and your order will be available to pick up in room 326 Chevron Science Center. After your cart is returned to the PantherExpress System, in the Final Review | Requisition | Summary tabs at the bottom right you will see the Handling charge will be \$0.

(Don't see the handling fee? Please click "Proceed to checkout" and look at the right-side frame.)

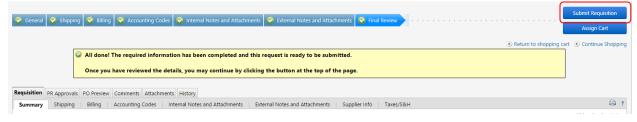
Please note there is a shipping fee, which will be noted as a Handling Fee on your Purchase Order

			0.82 USD						
^ s	SUPPLIER DETAILS Chevron : I	United States 💌							
0	Contract no	Value	PO Number	To Be Assigned					
	ltem		Catalog No.	Size/Packaging	Unit Price	Quantity	Ext.	. Price	
1	ECORI 10000 U		50811920	EA	65.09	Qty: 1 EA		65.09	•••
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	Manufacturer Name	Unknown	Contract:	no value	Internal No	te	no value		
	Manufacturer Part Number	R0101S	Taxable	×	Internal At	achments	Add		
			Capital Expense	×	External N		no value		
	Supplier Part Auxiliary ID	EA			Attachmen	ts for supplier	Add		
	more info		Commodity Code		PO Clause	3	no clause		
2			NC0084822	EA	1.43	Qty: 11 EA		15.73	
	∧ ITEM DETAILS 🔂								ø
	Manufacturer Name	Unknown	Contract:	no value	Internal No	te	no value		
	Manufacturer Part Number	Unknown	Taxable	×	Internal At		Add		
			Capital Expense	×	External N		no value		
	Supplier Part Auxiliary ID	EA			Attachmen	ts for supplier	Add		
	more info		Commodity Code		PO Clause		no clause		

We sell some items that are not easy to transport outside of the building. Here are a couple of real world examples of what. The DSS sells some items that are not easy to transport. These items are not available for delivery, but are sold in the Chevron Science Center complex for the research done there. These include a backup of high-pressure gas cylinders, for emergency use we call the Safety Net. Refills on 20 Liter acetone containers would require a 2-day turn around. Acetone is also sold from the DSS in other size containers. Dry ice and liquid nitrogen evaporate and require insulated storage containers.

Kelly Dry Ice is a University supplier in the PantherExpress System. Sources for liquid nitrogen include Matheson, in the PantherExpress System.

Submit your order



Customer Service Contact:

DSS Main Page

(412) 624-8551 stockroom@pitt.edu

JCJ