**SVEUČILIŠNA KNJIŽNICA U SPLITU**

**PODNOSITELJ:**

( služba, osobno)

# ZAHTJEV ZA NABAVU

## ROBA, USLUGA I RADOVA

|  |  |  |  |  |  |
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|  | **NAZIV**  **roba, usluga, radova** | **jed. cijena** | **količina** | **Cijena bez PDV-a**  **u eurima** | **Cijena sa PDV-om u eurima** |
| 1. |  |  |  |  |  |
| 2. |  |  |  |  |  |
| 3. |  |  |  |  |  |
| 4. |  |  |  |  |  |
| 5. |  |  |  |  |  |
| **Sveukupno :** | | | |  |  |

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| **Prijedlog dobavljača (po mogućnosti)\*:** *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *Prilog ponuda/predračun: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* |

\*Upisati podatke dobavljača (Naziv tvrtke, kontakt e-mail, telefon)

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| Napomena za plaćanje unaprijed :*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *Odobreno : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* |

( Ime , prezime i potpis odgovorne osobe )

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| Ime, prezime i potpis podnositelja zahtjeva  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Split, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  datum | Voditelj odjela službe  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Split, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  datum |
|  |  |

|  |  |
| --- | --- |
| **Služba za financije, računovodstvo i nabavu**  Pozicija (konto) financijskog plana: *\_\_\_\_\_\_\_\_\_\_\_\_\_\_* | Stručni savjetnik za poslove nabave  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  *Napomena: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* |

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|  | |  | |
| **a) zahtjev odobren** | **b) zahtjev djelomično odobren** | | **c) zahtjev nije odobren** |
| *Obrazloženje: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* | | | |

Split, \_\_\_\_\_\_\_\_\_\_\_\_ Ravnatelj/ica / druga ovlaštena osoba: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_