



## Technology and Information Services Branch

### Surface Pro 4 Requisition Checklist

Please check your Surface Pro Requisition for the following items:

#### *Required Items*

- **Microsoft Surface Pro 4**, 256 GB SSD, Intel Core i5, 8 GB RAM (\$962.00\*)
- **Surface Pen, Stylus**, 2-button, Bluetooth (\$76.00)
- **Surface Pro Type Cover Keyboard**, black (\$96.50)
- **3-Year Warranty** (\$84.00)
- **E-Waste fee** (\$5.00 per Surface Pro 4)
- **Rugged Case** (Gumdrop DropTech Microsoft Surface Pro 4 Case \$55.50)

#### *If your order involves Surface Pro 4 for class sets of student use:*

- **Secure Charging Carts**
  - AC-MINI, table or wall mounted, Charges up to 12 devices (\$479.99\*)
  - AC-SLIM, cart on wheels, Charges up to 36 devices (\$1,045.00\*)
  - AC-PRO-II, cart on wheels, Charges up to 40 devices (\$1,135.00\*)

#### *Optional Items*

- **Microsoft Wireless Display Adapter** (\$59.95)
- **Arc Touch Mouse Surface Edition** (\$72.20)
- **Microsoft Surface Dock** (\$148.00\*) *Easily connect the Surface Pro to a standard monitor(s), USB-mouse and USB-keyboard to use as a desktop computer*
  - **Mini DisplayPort to VGA Adapter** (\$30.00)
  - **Mini DisplayPort to HDMI Adapter** (\$30.00)
- **ThinkWrite Headphones** (\$8.15)

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\* Additional Cost for Installation and Software per Computer

- The following costs will be automatically charged using the same fund, resource and site.  
**Do not include these items in your Buy-Out Requisition Form.**
    - CA Sales TAX will be added to the computer total.
    - Delivery, setup & installation - \$55.00 (object 5860)
    - Microsoft Office Pro Plus License - \$90.00 (object 4310)
    - A three percent (3%) surcharge will be added to all technology purchases (computer equipment and software) with a unit cost of over \$100.00 (object 5749)
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