



Last Updated: 3/7/2024

Increase Funds on an Existing Order

iProcurement Shopping Page

THE ROCKEFELLER UNIVERSITY iProcurement

Shop Requisitions

Home Shopping Lists Non-Catalog Request

Search RU Store Room Go Advanced Search

Stores

- RU STORE ROOM RU Store Room
- RU MARKET PLACE RU Marketplace
- Service Requests** Service Requests (Svc. Contracts, Standing Orders, Invoice Payments)

1 Click Service Requests Store

Shop Service Requests (Svc. Contracts, Standing Orders, Invoice Payments)

• COMPUTER SUPPLIES (1)

Other Content

Name	Type
Service Contract	Smart Form
Repairs	Smart Form
Oligos/ Sequencing Order Request	Standing Order Request for Oligos/ Sequencing Orders: Smart Form
Invoice Payment Request	Invoice Payment Request (Enter Additional Information): Smart Form
Standing Order for Gas (Liquid Nitrogen, O ₂ , etc.)	Smart Form
Miscellaneous Service	Smart Form
Increase funds on existing order	Increase Funds Request Smart Form

2 Click 'Increase funds on existing order'

Service Requests (Svc. Contracts, Standing Orders, Invoice Payments)

Clear All Add to

* Indicates required field

Request Type Increase funds on existing order

Item Type Goods or Services. I can provide description and Total Amount

Item Description Increase Funds Request

Category Service-Miscellaneous Service

Amount 250

Currency USD

Supplier Name QUENCH

Site MAIN SITE

Contact Name

Phone

RU Increase Funds

* **PO Number** 999556

3 Fill in required fields, including the **PO Number** which requires the increase, then Add to Cart