

Ordering Computer Hardware

If you want to order computer equipment - this may be anything from a USB-stick, mouse, desktop up to a science grade server - you can contact your IT acquisition specialist. The contact address is:

- LION: bestellingen@physics.leidenuniv.nl
- Institute Lorentz: bestellingen@lorentz.leidenuniv.nl
- Sterrewacht: bestellingen@strw.leidenuniv.nl

Ordering Laptops

The best way to order a laptop is to go onto the internet and decide what you want by using a vendors configurations management system.

- Apple [Macbooks](#)
- Lenovo [Ultrabooks](#)
- Dell [Laptops](#)
- HP [Laptops](#)

and email your favourite configuration to the above address together with the SAPnumber it should be booked on.

Because we have to buy equipment through EU-preferred vendors/suppliers through their business channels, delivery times for consumer products may take somewhat longer than direct ordering (from websites or shops).

Other equipment

Please try to be as specific as possible in the specifications of your required product. It is very difficult for us to know precisely what we have to order if you do not provide the necessary information. "Can you buy me an external USB disk for my project" won't do. We will ask back about the disk capacity (2 TB disk?) and about the type (single disk or RAID1 configuration) and to what it should be connected (your desktop, your MacBook).

Note: delivery times for Apple equipment can be noticeably long. This is because Apple service de consumer market in preference to the business market.

Servers

These are specialist pieces of hardware and you should discuss in detail your requirements with us. In such cases we will try to translate your functional requirements to computer hardware, get an offer from the preferred vendor, have you confirm or modify it and we'll get another offer, until you are satisfied.

Note that the current EU-preferred reseller for servers is Scholte Awater.

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