Battery Replacement - Dell Laptop - Purchase instructions

Instructions for purchasing a Dell laptop battery replacement from the online Shop@UW+ Dell punchout store.

- Login to **Shop@UW+**
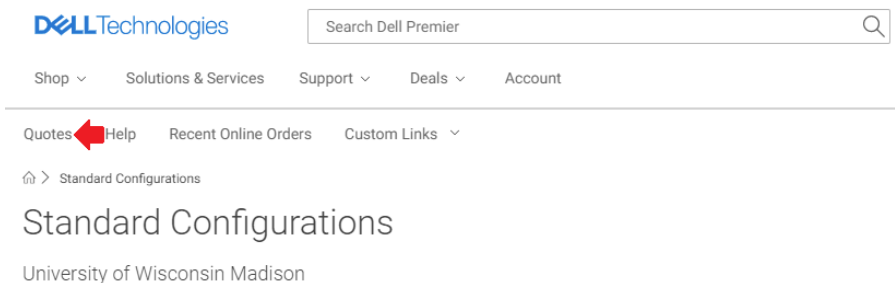 https://solutions.sciquest.com/apps/Router/SAMLAuth/UWisconsin

- Select the **IT Supplies** button

- Under IT Suppliers, click the **Dell punchout** button.

- Select **Quotes**, at the top left of the page.

- On the Quotes webpage, paste in a <u>current</u> **quote number** **obtained from IT support**, into the **search field**:

  Example quote number: 3000111661018.1

- Once the corresponding quote is listed on the page, click the **View Details** button.

- Scroll down the page, you should see a listing something similar the following:

Example:
Battery,Primary,60WHR,4C,Lithium,Symmetric Multiprocessing
Discounted unit price: $110.00
Dell Contract Code: C000000013247
customer_agreement MNWNC-108
Manufacturer Part# : DM3WC
Dell Part# : DM3WC

- Click "**Create Order Requisition**" to proceed with the purchase.

Create Order Requisition

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Related articles

- IT Equipment Guide - Device Connection & Cables
- Battery Replacement - Dell Laptop - Purchase instructions
- Battery Health Status Check - Dell Laptop
- TEM - Check Battery Health
- SMPH Administration - Recommended equipment for staff purchase