PROCUREMENT OFFICE (UPC)

WHAT WE DO

- Manage procurement procedures for supplies and services
- Manage loan agreements (comodati)
- Manage insurance coverage and claims
- Coordinate procurement planning

WHEN TO CONTACT US

- To purchase supplies or services
- To request a loan agreement
- For information on insurance coverage
- To report an insurance claim

INFORMATION TO INCLUDE

- Area; contact person; purchase description and reason; amount and funding source; supplier details and any specific requirements

CONTACT & USEFUL LINKS

- **General contact:** procurement@sissa.it
- **Purchase requests:** cercainmepa@sissa.it

PEOPLE & ROOMS

Head of office

- Mirna Avezzù - *room 219*

- Micol Bogar - *room 220*
- Luigi Mercadante - *room 220*
- Federica Zorc - *room 220*
- Michela Crisman - *room 225*
- Stefano Sandolo - *room 225*
- Michele Santangelo - *room 225*