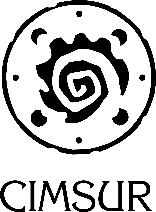
|  |  |
| --- | --- |
| |  | | --- | | **UNIVERSIDAD NACIONAL AUTÓNOMA DE MÉXICO** | |
| CENTRO DE INVESTIGACIONES MULTIDISCIPLINARIAS |
| SOBRE CHIAPAS Y LA FRONTERA SUR |
| SERVICIOS GENERALES  SOLICITUD ÚNICA DE SERVICIOS |



|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ÁREA SOLICITANTE: | | | | | |  | | | | | | | | | | FOLIO: | |  | | | |
| RESPONSABLE DEL ÁREA SOLICITANTE: | | | | | | | | |  | | | | FECHA DE SOLICITUD: | | | | |  |  | |  |
|  | | | | | | | | | NOMBRE Y FIRMA | | | | DÍA MES AÑO | | | |
| NOMBRE DEL USUARIO: | | | | |  | | | | | | | TELÉFONO: | | | | 67-8-28-91 | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | |
| **TIPO DE SERVICIO:** | | | | | | | | | | | | | | | | | | | | | |
| DIVERSOS | | | | | | CORRESPONDENCIA | | | | MANTENIMIENTO A EQUIPO Y VEHÍCULOS | | | | | | REPRODUCCIÓN Y ENGARGOLADO | | | | | |
| PRÉSTAMO DE: | | | | | |  | | | |  | | | | |  |  | | | |  | |
| \* SALAS O AULAS | | | |  | | \* MENSAJERÍA | | |  | \* MECÁNICA | | | | |  | \* FOTOCOPIADO | | | |  | |
| \* AUDITORIO | | | |  | |  | | |  | \* REFRIGERACIÓN | | | | |  |  | | | |  | |
| \* EQ. AUDIOVISUAL | | | |  | | \* PAQUETERÍA | | |  | \* AIRE ACONDIC. | | | | |  | \* ENGARGOLADO | | | |  | |
| \* CAFETERÍA | | | |  | |  | | |  | \* EQ. DE COMPUTO | | | | |  |  | | | |  | |
| \* LIMPIEZA | | | |  | | \* OTRO | | |  | \* REPARACION EQ. | | | | |  | \* OTRO | | | |  | |
| \* OTRO | | | |  | |  | | |  | \* PLANTA DE LUZ | | | | |  |  | | | |  | |
|  | | | |  | |  | | |  | \* OTRO | | | | |  |  | | | |  | |
|  | | | | | | | | | | | | | | | | | | | | | |
| TRANSPORTE | | | | | | SERVICIO A INMUEBLE | | | | | | | | | | VIGILANCIA PARA EVENTOS ESPECIALES | | | | | |
| LOCAL | | | |  | | ALBAÑILERÍA | | |  | ELECTRICIDAD | | | | |  |  | | | |  | |
| FORÁNEO | | | |  | | CARPINTERÍA | | |  | PLOMERÍA | | | | |  |  |  | |  |  | |
| PASAJEROS | | | |  | | HERRERÍA | | |  | PINTURA | | | | |  |  |  |  | |
| CARGA | | | |  | | CERRAJERÍA | | |  | OTRO | | | | |  |  | | | |  | |
|  | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | |
| FECHA COMPROMISO DE ENTREGA: | | | | | | |  | | | CUANDO EL SERVICIO TENGA UN COSTO Y REQUIERA AUTORIZACIÓN PRESUPUESTAL | | | | | | | | | | | |
| FECHA DE LIBERACIÓN DEL SERVICIO: | | | | | | |  | | |
|  | | | | | | | | | | COSTO: | | | | |  | | | | | | |
| VO. BO DE CONFIRMACIÓN DE REQUISITOS | | | | | | REALIZÓ | | | | CON CARGO A: | | | | |  | | | | | | |
| VO. BO. SUFICIENCIA PRESUPUESTAL | | | | | | AUTORIZÓ | | | | | |
|  | | | | | |  | | | |
|  | | | | | |  | | | | | |
| NOMBRE Y FIRMA  RESPONSABLE DE SERVICIOS GENERALES | | | | | | NOMBRE Y FIRMA | | | |
|  | | | | | | LIC. MARLENE DEL ROSARIO GÓMEZ MARTÍNEZ | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | |
| ¿CÓMO CALIFICA EL SERVICIO RECIBIDO? | | | | | | | | | | | | | | | CONFORMIDAD DEL USUARIO DE RECIBIR EL SERVICIO EN LA FECHA COMPROMISO | | | | | | |
|  | | | | | | | | | | | | | | |  | | | | | | |
|  | EXCELENTE |  |  | BUENO | | |  | REGULAR | |  | MALO |  | |  |
| Nota: Es necesario elaborar una solicitud por cada servicio requerido | | | | | | | | | | | | | | |
| NOMBRE Y FIRMA | | | | | | |