

CHECK LIST DOCUMENT PURCHASING

NO DOC: 08.22.04.2021 REV05

FILLED BY ADMIN

PR NO: 90HB230770 DATE RECEIVED FROM USER: 22.09.23 RECEIVED BY: GB

DATE SUBMITS PR TO BE APPROVED: _____ DATE RECEIVED PR APPROVED: _____

DATE INPUT TO REPORT: 22.09.23 DATE SUBMITS PR TO BUYER: 22.09.23 RECEIVED BY: FL

PR SAP NO: _____ EVI NO: _____ DATE APPROVED PR SAP: _____

FILLED BY BUYER & PUREPS

DATE PR CLEAR SPECIFICATION FROM USER: _____

DATE SUBMIT PR AND SUPPORT DOCUMENTS TO PUREPS: _____ RECEIVED BY: _____

DATE RAISE PO SAP/TRADE: _____ PO SAP/TRADE NO: _____ DATE APPROVED: _____

DATE SUBMITS PO SAP/TRADE TO ADMIN: _____ RECEIVED BY: _____

DATE SUBMITS PO TO SUPPLIER: _____ SUPPLIER NAME: _____

DATE SUBMITS PO TO USER: _____ RECEIVED OF USER BY: _____

FILLED BY EXPEDITOR & ADMIN

DATE RECEIVED GOODS FROM SUPPLIERS / PROVIDER: _____ RECEIVED BY: _____

DATE SUBMITS GOODS TO USER: _____ RECEIVED BY: _____

DATE GR PROCESS: _____ GR PROCESS BY: _____ GR NO: _____

DATE SUBMITS TA TO ADMIN: _____ DATE TA INPUT TO REPORT: _____

TO BE CHECKED BY ADMIN BEFORE FILING DOCUMENT

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

PR
PO/CASH *)
SUPPORT DOCUMENT (BIDDING, FOTO, EMAIL, DLL)
TRANSMITTAL ADVICE (TA) / BAST

Binder File Name (nama penyimpanan file di binder):

DATE SCAN DOC: _____

DATE FILING DOC: _____

Purchase Request Manual Form

PT Trakindo Utama

PR No. 9 0 H B 2 3 0 2 7 0

PR date : 19 / 09 / 2023
 Requestor : MUH. ERSYAD
 e-Mail : mersyad@fmi.com
 Plant Code : 1C50 - TIMIKA
 Department : PSO
 Division : TTD
 Cost Center : 10C9060HA
 Required date : 19 / 09 / 2023

PR Type : CAPEX
 If CAPEX, select type : Standard
 Account. Assign. Cat. : K - Cost Center
 Reason of purchase (Include justification for replacement)
 To fulfill work scope job Repair Engine Low Temperature YAS00404
 PT. Sewatama PLTD Timika
 Deliver to : Field Service attd Muh. Ersyad

No.	Description	Material group	Qty	UoM	Cost estimation (per unit)	Category	Sub Category	GL Account / Fixed Asset No.
1	PERBAIKAN CYLINDER HEAD PT.SEWATAMA DI TIMIKA				Rp 1,200,000			

Additional notes:

Net cost has been included in Quotation charged to customer, Customer has been approved
 SO # 8500260439

Requestor Tri Prastiwo Service Foreman	1st Approval Muhammad Ersyad Service Supervisor 20/23	2nd Approval Bambang Raubun Dept. Head 21/09	3rd Approval Risang Wijanarko GOM/Branch Head
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S&P.FRM.003.R02

- Process Cash -



PURCHASING SECTION TTD

PR Completeness <input checked="" type="checkbox"/> Description <input checked="" type="checkbox"/> Quantity Order <input checked="" type="checkbox"/> Account Charge <input type="checkbox"/> CER / EER <input checked="" type="checkbox"/> Approval / Signature <input checked="" type="checkbox"/> Attachment <input type="checkbox"/> Quotation <input type="checkbox"/> List Details <input checked="" type="checkbox"/> Other Encl	Supplier Status <input type="checkbox"/> Existing Supplier <input type="checkbox"/> New Supplier Remarks/Comment: 22/9-23 Purchasing Coord. Supv.
Purchasing Category: Buyer Officer <input type="checkbox"/> Employee Benefit <input type="checkbox"/> Information <input type="checkbox"/> Promotion <input type="checkbox"/> PP Machine & Engine And Miscellaneous <input type="checkbox"/> Fuel Gas <input type="checkbox"/> Custom Vehicle Material	<input type="checkbox"/> Office Supplies <input type="checkbox"/> Safety Supplies <input type="checkbox"/> Training Purchasing Category: Buyer Project Consultant Technical Assistant <input type="checkbox"/> Vehicle <input type="checkbox"/> Other

Paisal Paisal

From: Febry Angela Liang
Sent: Monday, September 18, 2023 2:42 PM
To: Paisal Paisal
Cc: TU Field Service Lowland; Imam Noviantoro; Muhammad Ersyad
Subject: RE: STR-Unschedule-Engine-0YAS00404-Low Temp Cyl No. 3 & Indikasi Fuel Mix At Coolant

Mas Paisal,
Harganya Rp. 1.200.000

Best Regards,

Febry Angela Liang
HC & SS – Purchasing

PT Trakindo Utama

Tembagapura Division
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Facebook - LinkedIn - YouTube: PT Trakindo Utama
febry.liang@trakindo.co.id
fliang@fmi.com

ADVANCING YOU FORWARD®

A member of Tiara Marga Trakindo Group

From: Paisal Paisal <paisal@trakindo.co.id>
Sent: Monday, September 18, 2023 1:50 PM
To: Febry Angela Liang <febry.liang@trakindo.co.id>
Cc: TU Field Service Lowland <TrakindoFieldServiceLowland@TMTGroup.onmicrosoft.com>; Imam Noviantoro <Imam.Noviantoro@trakindo.co.id>; Muhammad Ersyad <muhhammad.ersyad@trakindo.co.id>
Subject: RE: STR-Unschedule-Engine-0YAS00404-Low Temp Cyl No. 3 & Indikasi Fuel Mix At Coolant

Mba Febry,
Bisa info actual biaya untuk perbaikan cylinder head ini?

Best Regards,

Faisal
Service Account PSO

PT Trakindo Utama
Tembagapura Division
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