

CHECK LIST DOCUMENT PURCHASING

NO DOC : 08. 18.02.2014.REV.02

FILLED BY ADMIN

PR NO: 50111200163 DATE RECEIVED FROM USER: 29JUN20 RECEIVED BY: EB

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

DATE INPUT PR APPROVED TO REPORT: 29JUN20 DATE SUBMITS PR TO BUYER: 29JUN20

RECEIVED OF BUYER BY: MW PR SAP NO: _____ DATE APPROVED PR SAP: _____

FILLED BY BUYER & PUREPS

DATE SUBMIT PR AND SUPPORT DOCUMENTS TO PUREPS/ADMIN*): _____

RECEIVED PR AND SUPPORT DOCUMENTS OF PUREPS/ADMIN BY*): _____

DATE RAISE PO SAP/TRADE/RECEIVED*): _____ PO SAP/TRADE NO: _____ DATE APPROVED PO _____

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

DATE SUBMITS PO TO SUPPLIER LOCAL: _____ SUPPLIER NAME: _____

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

FILLED BY PUREPS, BUYER & ADMIN

DATE RECEIVED GOODS FROM SUPPLIERS / CKB / PROVIDER*): _____

RECEIVED GOODS BY: _____

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

DATE RECEIVED TA FROM EXPEDITOR: _____ RECEIVED BY: _____

DATE SUBMITS TA TO BUYER TO GR PROCESS: _____ RECEIVED OF BUYER BY: _____

DATE GR PROCESS: _____ DATE SUBMITS TA TO ADMIN: _____

DATE TA INPUT TO REPORT: _____ DATE TA SUBMIT TO ADMIN FILLING DOC: _____

TO BE CHECKED BY ADMIN BEFORE FILING DOCUMENT. DATE FILLING/SCAN DOC: _____

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

Binder File name (nama penyimpanan file di binder :

JP	MP	DA
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PT Trakindo Utama

Purchase Request Manual Form

PR date : 18 / 06 / 2020
 Requestor : ALWI MUABUAY
 e-Mail : ALWI_MUABUAY@FMI.COM
 Plant Code : IC50 - TIMIKA
 Department : Parts & Logistic Operation
 Division : Tembapura
 Cost Center : 10C0229JO
 Required date : 18 / 06 / 2020

PR No. 50HW200163


PR Type : OPEX
 If CAPEX, select type : Standard
 Account. Assign. Cat. : K - Cost Center
 Reason of purchase (Include justification for replacement)
 Stock Order GMB Whouse 3 Consumable / 1.5 Bin

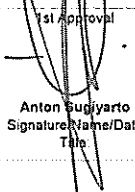
Deliver to : WHS 3 , Attn: Alwi Muabay

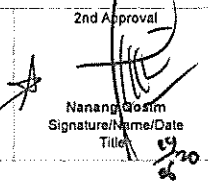
No.	Part Number	Description	Material group	Qty	UoM	Cost estimation (per unit)	Cost estimation (Total)	Category	Sub Category	Cost Center	GL Account / Fixed Asset No
1	S-HSY01	HAND SOAP YUKI 110ML <i>PETROL baja</i>	N2004 - Warehouse Services	19	Btl	Rp 30,000	Rp 570,000	Facilities_Related_Services	FRS_Office_Supplies	FRS_Office_Supplies	700003002 700003000 - FRS - Office Supplies - Office Supplies
2	S-HNZ01	STELA / HELES NEUTRALIZER 230L	N2004 - Warehouse Services	46	Btl	Rp 31,000	Rp 1,426,000	Facilities_Related_Services	FRS_Office_Supplies	FRS_Office_Supplies	700003002 700003000 - FRS - Office Supplies - Office Supplies
3	S-GCC01	GLASS CLEANER CLEAR500ML JOHNSONS	N2004 - Warehouse Services	45	Btl	Rp 18,000	Rp 810,000	Facilities_Related_Services	FRS_Office_Supplies	FRS_Office_Supplies	700003002 700003000 - FRS - Office Supplies - Office Supplies

SUB TOTAL	Rp	2,806,000
PPN 10%	Rp	280,600
GRAND TOTAL	Rp	3,086,600


Additional notes:
 Ship Metode : Order lokal timika

Requestor: 
 ALWI MUABUAY
 Signature/Date
 Title

1st Approval: 
 Anton Sugiyarto
 Signature/Name/Date
 Title

2nd Approval: 
 Nanang Gosm
 Signature/Name/Date
 Title

18/06-2020


4th Approval: 

PURCHASING SECTION TTD

Devil Signature/Date/Title

100% Completeness

Account Change
 CER / EER
 Approval / Signature
 Attachment
 Duplication
 List Details
 Other

Remarks / Comment:

 29/6-20

Purchasing Category - Buyer Officer

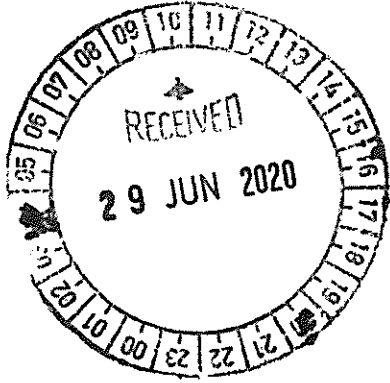
Employee Benefit
 Information
 Promotion
 Office Supplies
 Safety Supplies
 Training

Purchasing Category - Buyer Project

Consultant / Technical Assistant

PP Machine & Engine Add Miscellaneous
 Facilities
 Consumable Material
 Vehicle
 Other

S&P.FRM 003 R02



FORECAST PEMAKAIN HAND SOAP YURI 410ML UNTUK 1.5 BULAN


Part Number	Description	Unit	All Section	Jun-20	Qty Forecast	Remarks
S-HSY01	HAND SOAP YURI 410ML (12BTL/CTN)	BTL	CRC BAY 1	6	6	Forecast untuk 1.5 Bulan
			CRC BAY 2	6	6	
			MRC OFFICE	7	7	
			FMD	4	4	
			SOS LAB	3	3	
			GA	73	73	
			TRENING CENTER	3	3	
	Grand Total		102	102		

FORECAST PEMAKAIN GLASS CLEANER CLEAR500ML JOHNSONS STOCK UNTUK 1.5 BULAN

Part Number	Description	Unit	All Section	Feb-20	Qty Forecast	Remarks
S-GCC01	GLASS CLEANER CLEAR500ML JOHNSONS	BTL	CRC BAY 1	6	6	Forecast untuk 1.5 Bulan
			CRC BAY 2	6	6	
			CRC BAY 3	4	4	
			UNDERCHARGE	2	2	
			CABIN RADIATOR	2	2	
			MRC LHD	2	2	
			MRC OFFICE	7	7	
			MRC HSE	2	2	
			POD WHS 1	2	2	
			POD WHS 2 (REMAR)	1	1	
			POD WHS 2 (SHIPPING)	2	2	
			FILD SERVICE	6	6	
			FMD	6	6	
			SOS LAB	3	3	
			GA	83	83	
	Grand Total		134	134		

FORECAST PEMAKAIN STELA/ HELES NEUTRALIZER 230L UNTUK 1.5 BULAN

Part Number	Description	Unit	All Section	Jun-20	Qty Forecast	Remarks
S-HNZ01	STELA / HELES NEUTRALIZER 230L	BTL	POD WHS 1	7	7	Forecast untuk 1.5 Bulan
			SOS LAB	3	3	
			GA	17	17	
			TOOL ROOM	8	8	
			TRENING CENTER	4	4	
			SHE	3	3	
			POD WHS 3	8	8	
	Grand Total		50	50		

Requestor

 Ordeki Rumbiak
 Singature/Date : 18/06/2020