



CASH ADVANCE REQUEST FORM

Date : 26.8.24
 BU/BR/Division : AIT BU
 Department : Spare Part
 Advance Issue : 918000 Kyats/.....USD

Budget include (or) Not :

Yes Budgeted Title and Amount :
 No Reasons for :

Required For:

AIT local 2024-08-034 (For Marketing Event & Stock)
 Deuts Fahr 75, 90 → engine oil filter - 15 pcs
 fuel filter - 20 pcs
 Spare Part charges - 915000 Ks & delivery charges. 3000 Ks

မှတ်ချက်:

- (၁) ကြိုတင်ငွေများကို သာမန်အားဖြင့် ထုပ်ယူသည်နေ့မှ (၁၀) ရက်အတွင်း ပြန်လည် စာရင်းရှင်းရမည်။
 (Advance must be cleared within 10 days from issue date)
- (၂) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိလူကြီးမင်းများအားလုံး သေချာစွာစုံစမ်းစစ်ဆေးတွက်ချက်ပြီးထားသော ငွေပမာဏဖြစ်ရပါမည်။
 (The amount requested must be properly calculated, checked and verified by respective authorized person)
- (၃) ထုတ်ယူငွေနှင့် ပတ်သက်၍ အမှားအယွင်း၊ လိမ်လည်မှု နှင့် အလွဲသုံးစားမှု တစ်စုံတစ်ရာ ရှိခဲ့ပါက၊ သက်ဆိုင်ရာ တာဝန်ရှိစစ်ဆေးအတည်ပြုသူက အပြည် အဝ ပြန်လည်ရရှိအောင် တာဝန်ယူ ဆောင်ရွက်ပေးရမည်
 (If there is errors, frauds or misappropriation, the authorized person must take full responsibility to recover the loss)

Request By	Checked By	Checked By	Approved By	Approved By
Requester Aye Aye Phyo	Mgr/DH Ye Kyaw Thu	Finance & Account Zin Mar	GM/AGM/COO Maung Maung	CMC/CEO/Chairwoman



LOCAL INVENTORY PURCHASE REQUEST FORM



BU Name : ATT.....
 Proposal No. : ATT Local 2024-08-034....
 Proposal Date : 23-Aug-2024.....
 Order Type : For Marketing Event & stock

Supplier - A
 NameMote Sate & Sons..
 Contact No. 09-696896145....
 Address ...Thiri Mon Housing...

Supplier - B
 Name ...MFF.....
 Contact No. 09-972885030
 Address North Okkalapa

Supplier - C
 Name
 Contact No.....
 Address

No.	Brand	MC Model	Description	Parts No.	Qty	Price	Amount	Qty	Price	Amount	Qty	Price	Amount
1	Deutz-Fahr	, 75,95	Fuel Filter	2.4319.060.1(NG)	20	19500	390000						
2	Deutz-Fahr	75,95	Oil Filter Element	0.044.1567.0/10(NG)				15	35000	525000			
Total Amount								390000			525000		

Selling Margin	1.5
Remark	Marketing Event and stock Total. 975000 ks

Requested by
 Sign : *Aye*
 Name : Aye Aye Phy, D
 (Inventory)

Checked by
 Sign : *Ye Kyaw Thu*
 Name : Ye Kyaw Thu, U
 (DH)

Acknowledged by
 Sign : *Maung Maung*
 Name : Maung Maung, U
 (AGM/GM)

Approved by
 Sign : *Mail approve*
 Name : Zaw Win Tun, U
 (ASS)

Approved by
 Sign : *Telegram approve*
 Name : Aye Min Htoon, U
 (COO/VCM)



Ko Zaw Min Myat

last seen at 11:55 AM

Total -100000ks

11:32 AM ✓✓

Spare Part Costs for Meikhtila Service Champa

ROLUX 4.80K
ROLUX 95
15 Days

Name	Part No	Price	Qty	A
ter	0.044.1567.0.10	35000ks	15pcs	52
	2.4319.060.1	19500ks	15pcs	29
Grand Total			30 pcs	817

Meikhtila Service Champaign Event အတွက် Spare Part Estimate Cost ပါ အစ်ကို

11:33 AM ✓✓

It mean total around 14Lakh?

11:38 AM

Ko Zaw Min Myat

It mean total around 14Lakh?

ဟုတ်အစ်ကို ညီမတို့ဌာနကဘက်က ငြိမ်းပါရင် Spare Part ပစ္စည်းတွေ ကတော့ Spare Part Dept ဘက်ကဝယ်မှာ ပါအစ်ကို

11:40 AM ✓✓

[TZL.MM](#) တို့နဲ့ ထပ်ပြီးဆွေးနွေးလိုက်အုန်း မယ် Sis

11:41 AM

ဟုတ်ကဲ့ပါရင်

11:41 AM ✓✓

Pls proceed this with minimum cost. Travel should be express. Then, send back attendent list, prospect list and activities photo

11:48 AM



- FILE HOME SEND / RECEIVE FOLDER VIEW
- Ignore Clean
- New Email Items
- Junk
- ayeyae.phyo3@umgroups.com
- Inbox 123**
- Drafts
- Sent Items
- Deleted Items
- Junk E-mail
- Outbox
- RSS Feeds
- Search Folders
- ayethet.mon
- Inbox 243**
- BU WPO
- FOC 6
- HHW 122
- HO delivery 143
- HO return parts 25
- Ma Khaing 28
- Ma Sandi
- Phyo Ko ko
- Yadanar 378
- War War Soe

RE: ASS approval for Local PO 034 - Message (HTML)

FILE MESSAGE

Ignore Delete Reply Reply All Forward Meeting More

Move to: To Manager Team Email

Rules OneNote Actions

Mark Unread Categorize Follow Up

Find Related Select

Translate Zoom

Quick Steps Move Tags Editing Zoom

Mon 8/26/2024 1:13 PM

Zaw Win Tun2 <zawwin.tun2@umgroups.com>

RE: ASS approval for Local PO 034

To: 'Aye Aye Phyo3'

Cc: maung.maung@umgroups.com; yekyaw.thu2@umgroups.com; ayethet.mon@umgroups.com; aungkyaw.thu2@umgroups.com; thinzar.khine@umgroups.com; aunghein.win@umgroups.com

Dear Phyo,

Revised total amount is 915,000 Ks.

Thanks and Regards,
ZAW WIN TUN
 AFD
 09977835977

From: Zaw Win Tun2 [<mailto:zawwin.tun2@umgroups.com>]
Sent: Saturday, August 24, 2024 11:13 AM
To: 'Aye Aye Phyo3'
Cc: 'maung.maung@umgroups.com'; 'yekyaw.thu2@umgroups.com'; 'ayethet.mon@umgroups.com'; 'aungkyaw.thu2@umgroups.com'; 'thinzar.khine@umgroups.com'; 'aunghein.win@umgroups.com'
Subject: RE: ASS approval for Local PO 034

Dear Phyo,





Ko Aye Min Htoon
online



Dear Sayar
Marketing Event (Meikhtilar)
ပြုလုပ်ရာတွင်သုံးရန် DF75, DF95
အတွက် Engine oil filter and Fuel
Filter 15ခုစီနှင့် BU stock Fuel filter
5pcs ဝယ်ယူရန် Cash Advance
915000ks ထုတ်ယူခွင့်ပြုရန်
ကျေးဇူးပြု၍ approve ပေးပေးပါရှင့်
ATT Local 2024-08-034

edited 12:02 PM



Aye Phyo

Dear Sayar Marketing Event (Meikh...

Please proceed ATT Local
2024-08-034 (MMK 915,000).

10:25 PM

August 26

Thanks Sayar 8:19 AM

Dear Sayar
MFF (North Okkala) မှ local PO -034
engine oil filter 15pcs ဝယ်ယူရာတွင်
delivery charges 3000ks ကျသင့်ပါသ
ဖြင့် ထုတ်ယူရန် ကျေးဇူးပြု၍ approve ပေး
ပေးပါရှင့်

9:12 AM