



No. 152, Hlaingtharya Industrial Zone (4)  
Min Gyi Mahar Min Street, Hlaingtharya, Yangon

## ADVANCE REQUEST FORM

Requestor Name : Moe Thazin	Budget Type : Include Budget
Department Name :	Payment Type : Advance Payment
Payment Date :	Advance Due Date : 02/28/2025
Payment Voucher : ADV-COP-2025-02-00010	Prepared By : COP_BudgetDataEntry
No	Superior Approved : F&AManagerCOP
Payment Method : Cash/Bank	By
Payment Amount : 740000.0	Last Approved By : COP_BudgetDataEntry
Currency : MMK	
Exchange Rate : 4,510.0	

No.	Description	Department	Request Amount	Remark
1	To Change UPS & Laptop Battery.(UPS Battery (UMG-CD-1593, UMG-CD-0461, UMG-CD-0455, UMG-CD-0454), Laptop Battery for UMG-CL-0663, UMG-CL-0664)..	Administration Department(COP)	740,000.00	

Expense Total                      740,000.00 K  
Amount Remain                    740,000.00 K

Note:

*\* FNA : UPS : Actually : vacant Desktop's UPS repair : ( TZH name only use )  
For vacant*

<p><i>[Signature]</i> Superior Check By</p> <p>Name : <i>[Signature]</i> NRC No : <i>91608111261283</i> Date : <i>13/2/2025</i> Remark : .....</p>	<p><i>[Signature]</i> F&amp;A</p> <p>Name : <i>[Signature]</i> NRC No : <i>[Signature]</i> Date : ..... Remark : .....</p>	<p><i>[Signature]</i> GM/AGM</p> <p>Name : ..... NRC No : ..... Date : ..... Remark : .....</p>	<p><i>[Signature]</i> COO</p> <p>Name : ..... NRC No : ..... Date : <i>15/02/2025</i> Remark : .....</p>
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## NEW COMPUTER & EQUIPMENT REQUEST FORM

Date : 7.2.2025

Desktop

Laptop

General Equipment

Equipment Name

: UPS Battery

Qty

: 4

Unit Price

: 85000 x 4 = 340000 ✓

Department

: Spare Parts, F & A


DIV/BU/BR

: CE-2, CE-5

Remark

: PIC - Near Myint Cheryang Road, Hsi New Khango, Maydhan  
(UMG-CD-1593/UMG-CD-0461/UMG-CD-0455/UMG-CD-0454)


Request By

  
9/2/2025

Request Person

ei ei raing

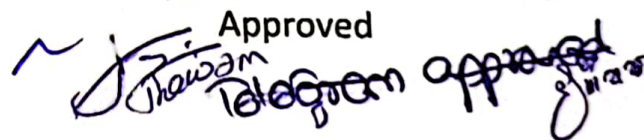
Approved



Department Head

Mr. Thawon.

Approved

  
Thawon

IT Authorise Person

Thawon

Approved By



AGM/GM/COO/CEO/MD

02-BTF-ITI-FRM-002-01

## NEW COMPUTER &amp; EQUIPMENT REQUEST FORM


Date: 7-2-2025

Desktop Laptop General Equipment 

Equipment Name : Battery  
Qty : 2  
Unit Price : 200000 x 2 = 400000<sup>00</sup>  
Department : Spare Parts / Service.  
DIV/BU/BR : CE-2, CE-5  
Remark : (UMG-CL-0663, UMG-CL-0664)

Request By

Request Person

  
ei ei natio

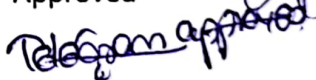

Approved

Department Head

  
Mr. Dash.

Approved

IT Authorise Person

  
Praveen  
  
Chauhan

Approved By

AGM/GM/COO/CEO/MD

  
02-BTF-ITI-FRM-002-01