PURCHASE REQUISITION

THAI POLYACETAL CO., LTD. THAI POLYCARBONATE CO., LTD.

☐ TPAC PROJECT 1 ☐ TPAC PROJECT 3 ☐ TPCC PROJECT 1 ☐ CG Concerning ☐ ISO/IEC17025

☐ TPAC PROJECT 2 ☐ TPCC PROJECT 2 ☐ SCA Concerning

For Purchasing Dept.		SAP PR No. :	
Date Received:		Issuing Date :	
Purchaser:		Recipient Name :	

OBJECTIVE/DELIVER TO:

Deapartment
Department Code :

BUDGET
Estimated Cost :

For standard purchase item, Co-Signed by :
☐ AD ☐ IT ☐ SE ☐ Don't need Co-Sign
For RM, Co-Signed by: ☐ QC

ITEM	DESCRIPTION	QUANTITY	MATERIAL CODE	EST. COST WBS/COST CENTER CODE	DATE NEEDED	PRESENT PRICE INQUIRY			PURCHASING AMOUNT		TERM OF PAYMENT	PURCHASING ORDER	
						VENDOR-1	VENDOR-2	VENDOR-3	PER UNIT	AMOUNT		NO.	DATE
			Total :										

Requested By:

Approved By:

Department Manager:

Sr. Dept Mgr./ Executive

Authorized By

Advisor/GM: (> 30,001 THB)

Plant Manager: (> 200,001 THB)

Vice President: (> 500,001 THB)

President: (>1 MB THB)

Authority Countersigned

Purchasing Department

Officer:

Supervisor:

Section Manager / Department Manager:

General Manager:

Printed by:

Printed date: