

Project Procurement Administration System Online

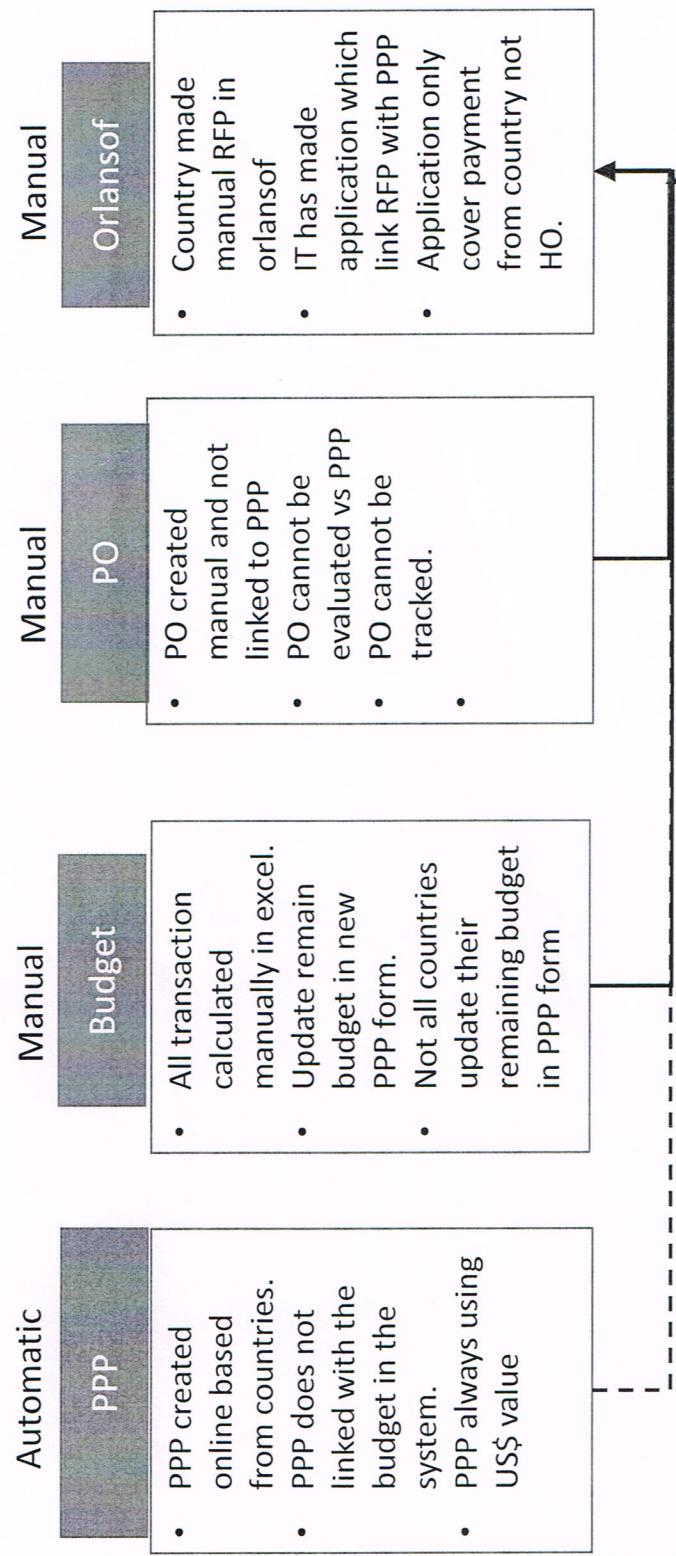
Developed by

FA – IT Department

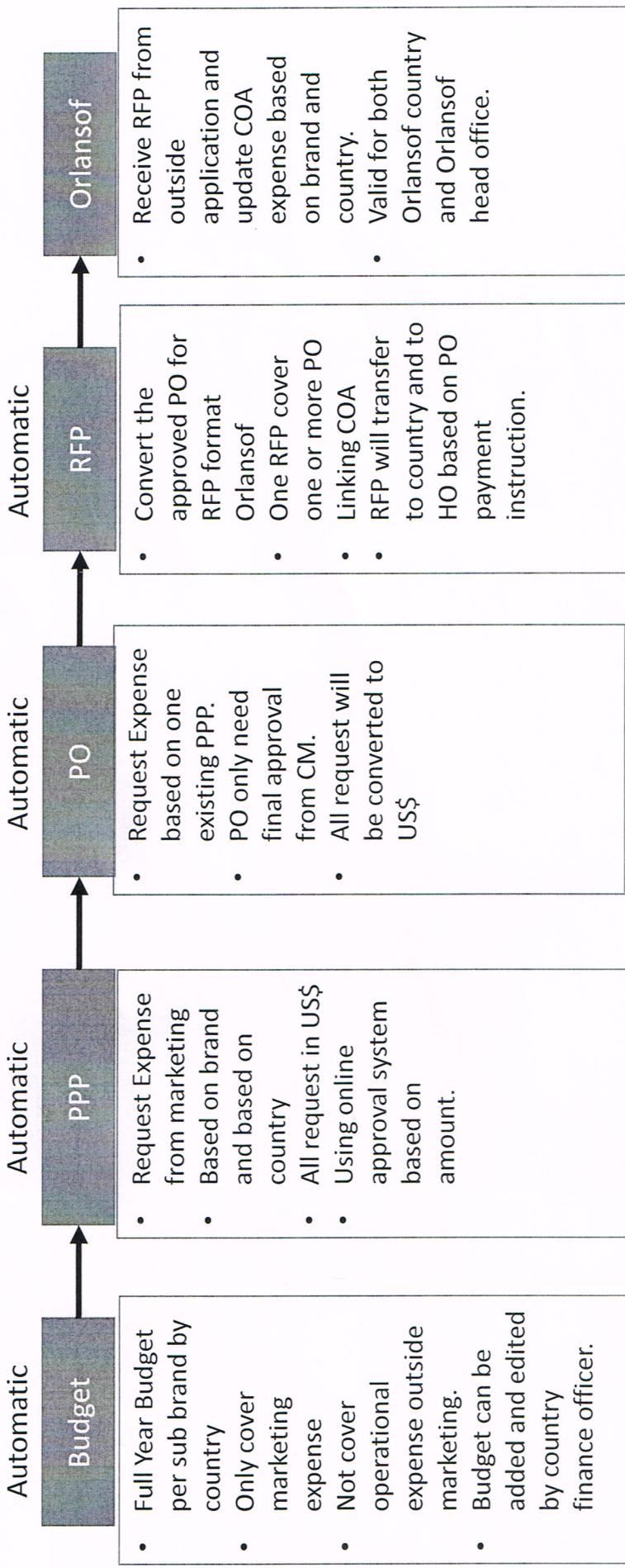
Armand Artawijaya

Rescy Onggowasito

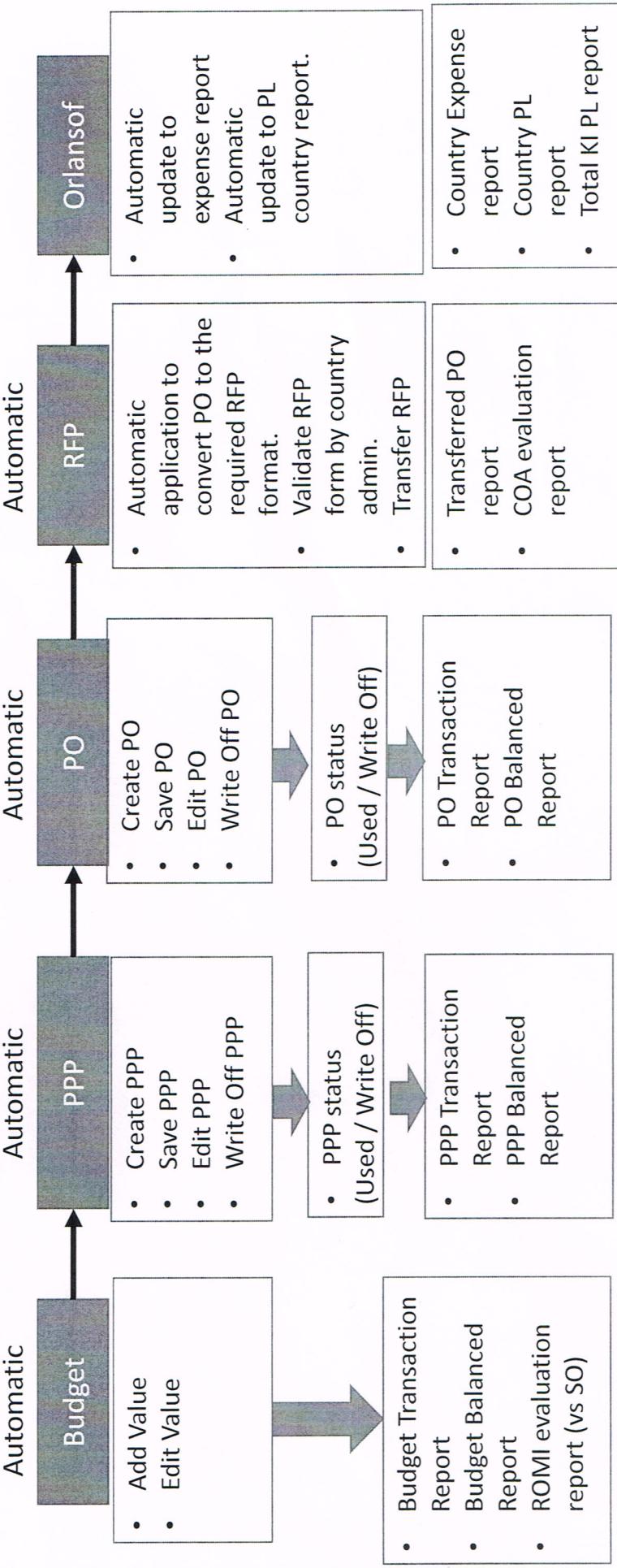
Current Procurement Manual System



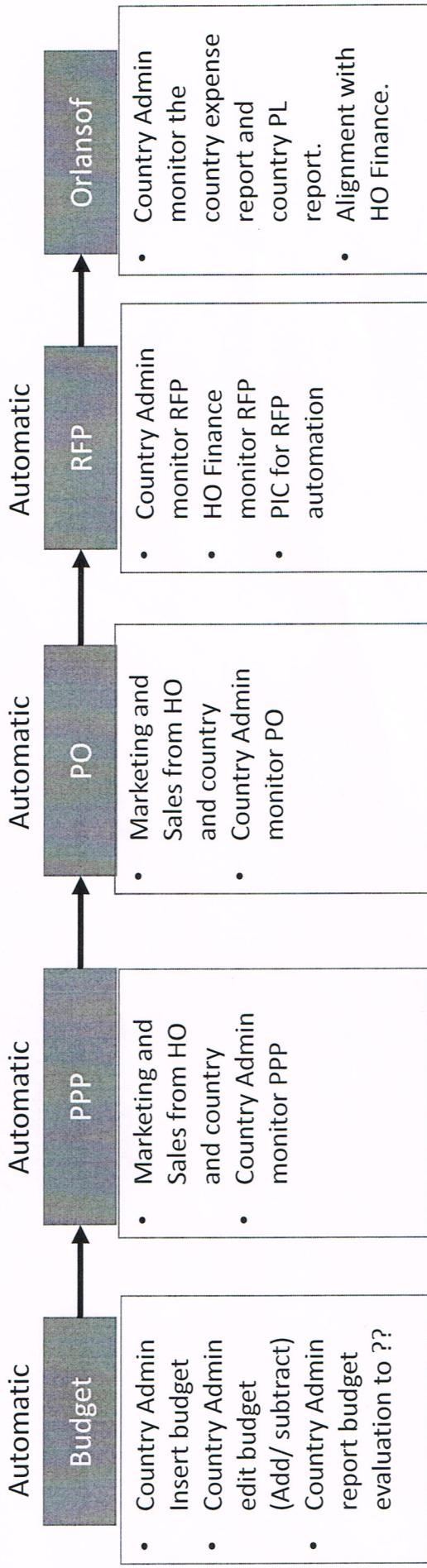
New Structure Procurement System



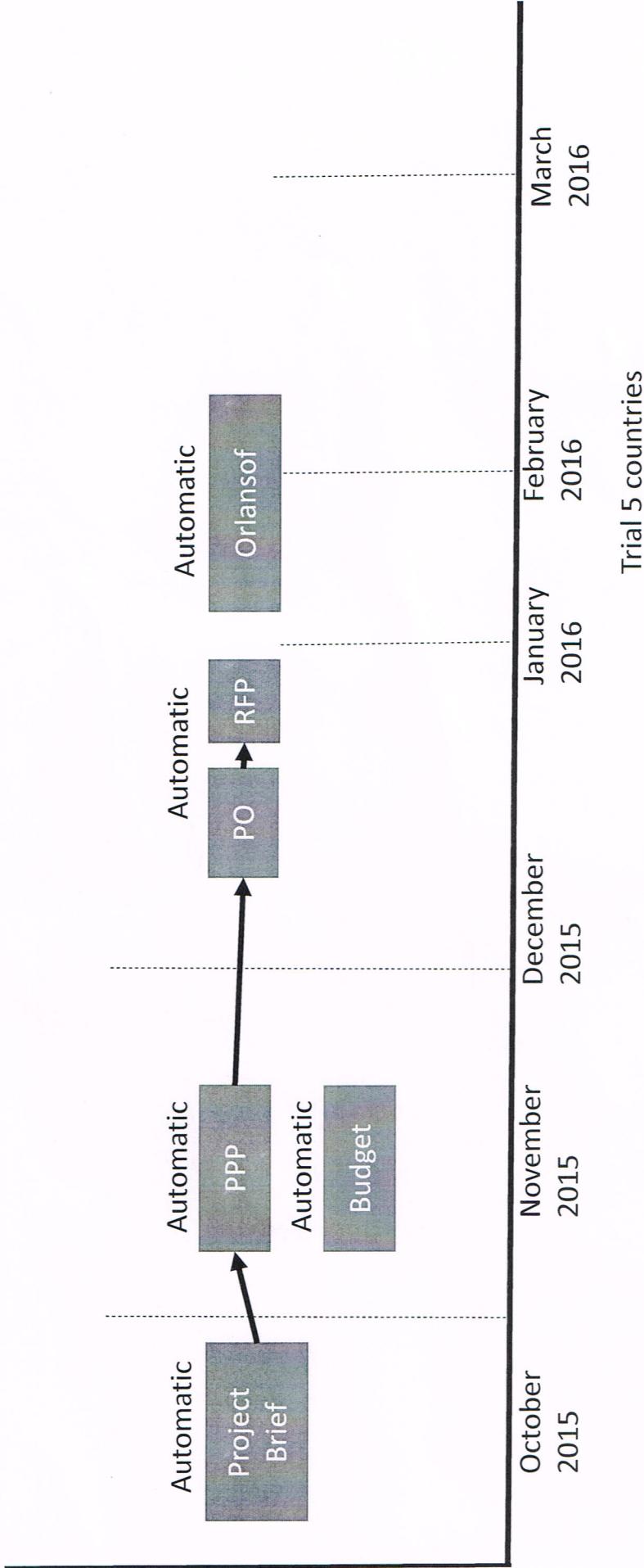
Procurement Administration Online System



Procurement System Online PIC Supervision

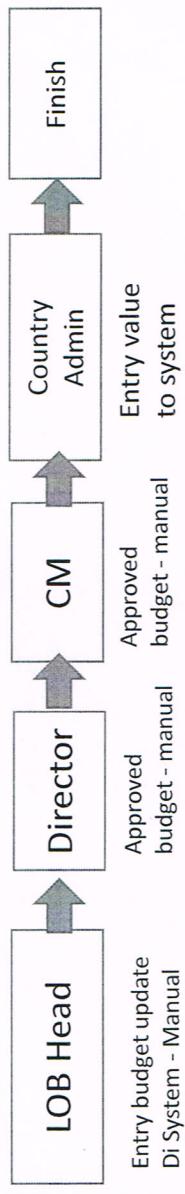


Project Implementation Timeline

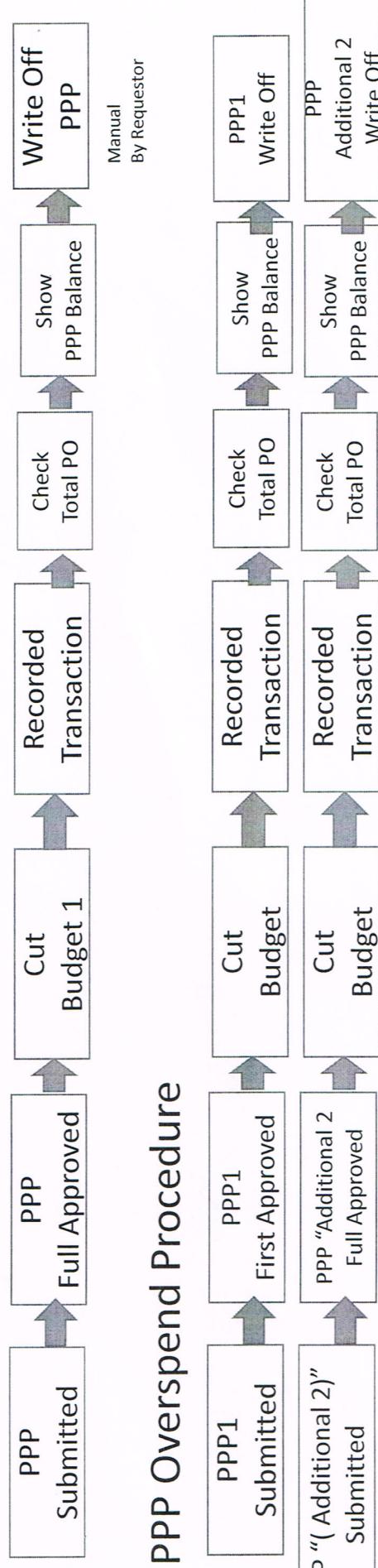


Procedural System for PASO

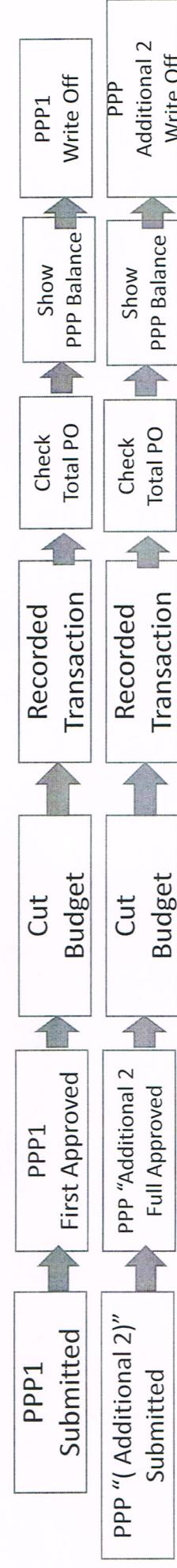
- Budget Edit Approval System



- PPP Write Off Procedure



- PPP Overspend Procedure

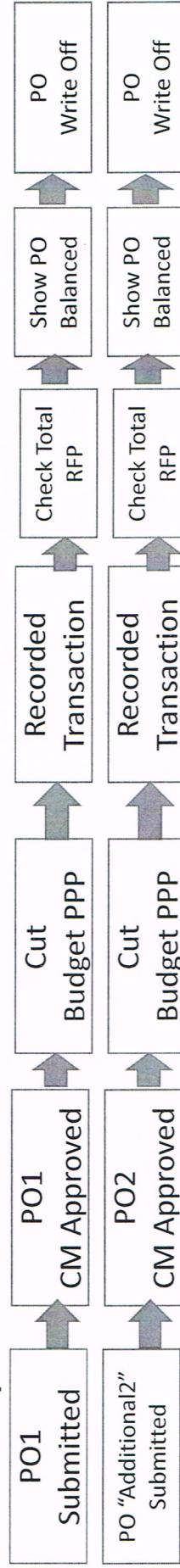


Procedural System for PASO

- PO Write Off Procedure



- PO Overspend Procedure



- One RFP will consist of one or more PO
- RFP should have back up with photocopy / scan copy of PO which is included in the RFP

Standard Document Policy

- | | | | |
|-----|---|----|---|
| PPP | <ul style="list-style-type: none">• If PPP > Total PO = PPP write off• If PPP = Total PO = PPP write off• If PPP < Total PO = New PPP with the same name ("additional 2") – old PPP must write off• PPP write off can only do one time only by requestor.• PPP will check all PO that is linked to PPP• PPP write off cannot be reopened again• <u>All PPP must be write off after finish use</u>• PPP cannot be edited – once saved by requester value cannot be changed until final approval.• New PPP with the same name (<u>"additional 2"</u>) = total value required to cover the left over value from <u>PPP(1)</u>• Total PPP = PPP(1) + PPP ("<u>additional 2</u>")• Final value PPP in US\$ | PO | <ul style="list-style-type: none">• 3 types of PO :<ul style="list-style-type: none">• PO Mkt activities• PO Purchase items• NON PO declaration• One PPP = PO1+PO2+PO3• If PO > Total RFP = PO write off• If PO = Total RFP = PO write off• If PO < Total RFP = New PO with the same name ("additional 2") – Old PO must write Off• PO write off can only do one time only by requestor.• PO will check all PO that is linked to PPP• PO write off cannot be reopened again.• <u>All PO must be write off after finish use</u>• New PO with the same name ("additional 2")= total value required to cover the left over value from PPP(1)• Final value PO in US\$ |
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