

SURAT PERMINTAAN PROSES PEMBAYARAN

Nomor : SP3-027/PIP80000/2025-S4
Tanggal : 7 Februari 2025
Kepada : Finance Manager PMP
Dari : Director and Country Manager PMP

Terlampir kami kirimkan Dokumen Pendukung Pembayaran terdiri dari :
Tax Invoice dari Fuji Xerox Asia Pasific Pte.Ltd, perihal Invoice pembayaran sewa photocopy & meter reading untuk office PT Pertamina Malaysia EP, Level 45, Menara Maxis, Kuala Lumpur

No.	Keterangan	Invoice No.	Jumlah (MYR)
1	Monthly Rental: 15/01/25 – 14/02/25	302160511P	520.00
2	Meter Reading: December 2024	103856110	94.14

Untuk Pembayaran :
Sewa & meter reading untuk photocopy machine senilai **MYR614.14**

Due Date : 11 Februari 2025

Agar dibayarkan kepada :

- Nama Vendor : **FUJI XEROX ASIA PASIFIC PTD.LTD**
- Nama Bank : CIMB Bank Berhad
- Atas Nama Rekening : Fuji Xerox Asia Pasific Pte. Ltd
- Nomor Rekening : 9888 8000 1159 20
- Cost Center : AI0201001
- Cost Element : 6001012100

Bersama ini kami menyatakan bahwa transaksi yang ditagihkan ini absah untuk dibayar. Dokumen-dokumen terkait yang tidak dilampirkan pada Surat Permintaan Proses Pembayaran ini harap disimpan untuk dipergunakan apabila diperlukan.

Demikian untuk dapat diterima dengan baik dan dapat dilaksanakan proses pembayaran lebih lanjut di tempat Saudara.

PT Pertamina Malaysia EP
Director and Country Manager,

Eva Fadlila


PRP


PRP

Vendor Name : Fuji Xerox Asia Pasific Pte.Ltd

Status : Photocopy Machine

Details :

- Rate rental : RM520.00 per month
- Rate for meter reading : Black (RM0.03) & color (RM0.50)

Bank : CIMB Bank Berhad
Account No. : 9888 8000 1159 20
Cost Center : AI0201001
Cost Element : 6001012100

Month : 15 Jan 2025 - 14 Feb 2025

Details Invoice	SP3 No.	Monthly Rental			Meter Reading		Total
		Period Service	Invoice No.	Amount	Invoice No.	Amount	
January	027/PIP80000/2025-S4	15/01/25 - 14/02/25	3021 6051 1P	520.00	1038 5611 0	94.14	614.14
February							
March							
April							
May							
June							
July							
August							
September							
October							
November							
December							


Total (MYR)		520.00	94.14	614.14
-------------	--	--------	-------	--------

Prepare :
(HR & Admin)


(Signature)

10-Feb-25
Date

Review by :
(Country Manager)


Eva Fadlila (Feb 13, 2025 14:01 GMT+7)
(Signature)

10-Feb-25
Date

FUJIFILM Business Innovation Asia Pacific Pte. Ltd.
Reg. No. 199202000004 (993478-A)
ST No. W10-1808-32000018
Ground Floor, Axis Business Park, Block C
No. 10 Jalan Bersatu 13/4,
46200 Petaling Jaya, Selangor, Malaysia.
Tel: 03-7882 2888 Fax: 1800-88-3326
Customer Service Hotline: 1300-88-1163

INVOICE TO:

PT PERTAMINA MALAYSIA EKSPLORASI PRODUKSI
LEVEL 45 MENARA MAXIS
KUALA LUMPUR CITY CENTRE
50088 KUALA LUMPUR WP MALAYSIA

Invoice Date	: 01-JAN-2025
Invoice No.	: 302160511P
Payment Due Date	: 31-JAN-2025

INSTALLATION ADDRESS :

PT PERTAMINA MALAYSIA EKSPLORASI PRODUKSI
LEVEL 45 MENARA MAXIS
KUALA LUMPUR CITY CENTRE
50088 KUALA LUMPUR WP

Customer A/C No.	Ref/Agreement No.	Your Reference	Our Reference	Purchase Order No.	Credit Term From Invoice Date				
115920	C50033671				30 days				
Description					Quantity	Unit Price	Amount		
In accordance with your agreement the following Monthly Rental is due as shown below: Rental for the period 15-JAN-2025 to 14-FEB-2025 DocuCentre-VI C2271 CPSF 4TM Serial No. 518866 Other Equipment: ADOBE POSTSCRIPT 3 KIT USB MEMORY KIT WIRELESS LAN & NFC TAG KIT PACKAGE									520.00
									</

NUMBER OF PAYMENT : 77

Kindly highlight any discrepancy in writing within 14 days from date of this invoice otherwise this invoice shall be deemed to be correct. Payment is due and payable pursuant to terms and conditions of the agreement. Penalty for late payment will be charged at 0.04% per day on overdue balance from due date till full settlement. This is computer generated, no signature is required.

For Machine With Meters

For meter charges please fax us your meter card on the 25th of each Month. If not we may have to bill you based on the meter reading from your last service call or estimation of your last 6 months usage.

Customer Name : PT PERTAMINA MALAYSIA EKSPLORASI PRODUKSI

Customer A/C No.: 115920

Payment by Cheque:

FUJIFILM Business Innovation Asia Pacific Pte. Ltd.
ST No. W10-1808-32000018
Reg. No. 199202000004 (993478-A)

Payment by GIRO/E-Payment:

Bank: CIMB Bank Berhad
Account No. : 98888000115920
Swift Code : CIBBMYKL

E-MY-AM-DIANAG

PAYMENT ADVICE

Invoice No :	Invoice Total (MYR)
302160511	520.00

Please fax / email your payment details to the below :

Fax: 1-800-88-3326

EMAIL: [Payment]: shm-fbap-CashApplication@fujifilm.com

[Invoicing]: shm-fbap-billing@fujifilm.com

115920

302160511

520.00

Ground Floor, Axis Business Park, Block C, No. 10 Jalan Bersatu 13/4, 46200 Petaling Jaya, Selangor, Malaysia

INVOICE TO :

PT PERTAMINA MALAYSIA EKSPLORASI PRODUKSI

LEVEL 45 MENARA MAXIS

KUALA LUMPUR CITY CENTRE

50088 KUALA LUMPUR WP MALAYSIA

Invoice Date : 01-JAN-2025

Invoice No : 103856110

Payment Due Date : 31-JAN-2025

INSTALLATION ADDRESS :

PT PERTAMINA MALAYSIA EKSPLORASI PRODUKSI

LEVEL 45 MENARA MAXIS

KUALA LUMPUR CITY CENTRE

50088 KUALA LUMPUR WP

Customer A/C No.	Ref./Agreement No.	Your Reference	Our Reference	Purchase Order No.	Credit Term From Invoice Date	
115920	C10060681				30 DAYS	
Description				Quantity	Unit Price	Amount
DocuCentre-VI C2271 CPSF 4TM, Serial No. 518866						
Meter Charge for DEC 2024						
Meter	Finish	Start	Credit	Actual	Usage	Unit
	Reading	Reading	Copy	Usage	Break	Charge
1	30732	30575		157	157	0.5500
2	35490	35254		236	236	0.0330
Basic Charge for 01-DEC-2024 to 31-DEC-2024						

NUMBER OF PAYMENT :

E means meter reading is under estimation basis. S means meter reading is based on our services record.

Kindly highlight any discrepancy in writing within 14 days from date of this invoice otherwise this invoice shall be deemed to be correct. Payment is due and payable pursuant to terms and conditions of the agreement. Penalty for late payment will be charged at 0.04% per day on overdue balance from due date till full settlement. This is computer generated, no signature is required.

For meter charges please fax us your meter card on the 25th of each Month. If not we may have to bill you based on the meter reading from your last service call or estimation of your last 6 months usage.

Customer Name : PT PERTAMINA MALAYSIA EKSPLORASI PRODUKSI

Customer A/C No.: 115920

Payment by cheque:

FUJIFILM Business Innovation Asia Pacific Pte. Ltd.

Reg. No. 199202000004 (993478-A)

ST No. W10-1808-32000018

Payment by GIRO / E - Payment:

Bank : CIMB Bank Berhad

Account No.: 98888000115920

Swift Code : CIBBMYKL

E-MY-AM-DIANAG

PAYMENT ADVICE

Invoice No.	Invoice Total (MYR)
103856110	94.14

Please fax / email payment details to the below :

Fax: 1-800-88-3326

EMAIL:[Payment]: shm-fbap-CashApplication@fujifilm.com


[Invoicing]: shm-fbap-billing@fujifilm.com

115920

103856110

94.14

Ground Floor, Axis Business Park, Block C, No. 10 Jalan Bersatu 13/4, 46200 Petaling Jaya, Selangor, Malaysia

Signature: 
galih (Feb 10, 2025 16:00 GMT+7)

Email: galih.febriani@pertamina.com

Signature: 
Perdana rakhmana Putra (Feb 10, 2025 23:35 GMT+7)

Email: perdana.putra@pertamina.com