

<b>Lee Kong Chian Faculty of Engineering and Science, Universiti Tunku Abdul Rahman</b>			
Form Title : <b>PURCHASE REQUEST FOR FINAL YEAR PROJECT (FOR FMC APPROVAL)</b>			
Form Number : FM-LKCFES-FPC-001	Rev No: 3	Effective Date : 01/06/2016	Page No : 1 of 1

**PURCHASE REQUEST FOR FINAL YEAR PROJECT (FOR FMC APPROVAL)**

Student Name	: _____	Programme	: _____	
Student ID	: _____	Contact Number	: _____	FYP Ref No: _____
IC Number	: _____	Email	: _____	<i>To be filled by LPC only</i>
FYP Supervisor	: _____	FYP Title	: _____	

**Purchase Request for Final Year Project for Items RM100 and Below**

No.	Receipt Number	Supplier (Full Name)	Purchased Item Name as per Receipt <i>(enlarge the cell if not enough space)</i> <i>("Alt + Enter" for new paragraph)</i>	Qty	Cost as Per Receipt <i>(copy everything stated accordingly in receipt)</i>		
					(a) RM Total	(b) Rounding <i>(if Any)</i>	(a) + (b) RM Total
1	A342234	ABC Sdn Bhd	1. Cement Tasek 2. Agregate	2 4	76.56	(0.01)	76.55
2	B841689	DEF Supply Sdn Bhd	1. Arcylic Plate 6.0cm x 20cm 2. Aluminium plate 1mm x 100mm x 200mm 3. PVC seal foam	2 4 2	88.28	0.02	88.30
3	A6465655	ABC Electronics Sdn Bhd	1. Temperature Sensor DS18B20	5	90.00	-	90.00
4	M84662	Merck Sdn Bhd	1. Sodium Hydroxide (500g)	2	80.00	-	80.00
<b>Total (A)</b>					<b>334.84</b>	<b>0.01</b>	<b>334.85</b>

**Purchase Request for Final Year Project for Items Above RM100 (If Any)**

No.	Receipt Number and Purchased Item Name as per Receipt <i>(enlarge the cell if not enough space)</i>	Supplier Full name (MUST and Min : 3 quotes)	Quoted Price by	Recommended Supplier	Qty	Cost as Per Receipt <i>(copy everything stated accordingly in receipt)</i>		
			RM			(a) RM Total	(b) Rounding <i>(if Any)</i>	(a) + (b) RM Total
1	G-642685 1. Sika	AYJ Sdn Bhd XYZ Sdn Bhd OUJ Sdn Bhd	120.00 154.00 135.00	AYJ Sdn Bhd	1	120.00	-	120.00
<b>Total (B)</b>						<b>120.00</b>	<b>-</b>	<b>120.00</b>
<b>Grand Total (A+B)</b>						<b>454.84</b>	<b>0.01</b>	<b>454.85</b>

**\*\*Be Noted That FYP Payment will be deposited into Your Bank Account as Maintained in your Student Portal.**

Requested by Student	Date
Name:	

Supported by FYP Supervisor	Date
Name:	

Approved by Academic HOD	Date
Name:	

<b>Lee Kong Chian Faculty of Engineering and Science, Universiti Tunku Abdul Rahman</b>			
Form Title : <b>FYP ITEMS RETURN FORM</b>			
Form Number : FM-LKCFES-FPC-002	Rev No: 3	Effective Date : 01/06/2016	Page No : 1 of 2

### FYP ITEMS RETURN FORM

Student Name : _____	:	Programme : _____
Student ID : _____	:	Contact Number : <b>0</b> _____
IC Number : _____	:	Email : _____
FYP Supervisor : _____	:	FYP Title : _____

**Purchase Request for Final Year Project for Items RM100 and Below**

No.	Items	Qty	(a) RM (Total exc GST)	Category <i>(To be filled by Lab Staff) (Consumable, Tools, etc.)</i>	Remark <i>(To be filled by Lab Staff / FYP Supervisor) (Received, Consumed, retain for next FYP, Prototype, etc)</i>
1	1. Cement Tasek	2	76.56		
	2. Agregate	4			
2	1. Arcylic Plate 6.0cm x 20cm	2	88.28		
	2. Aluminium plate 1mm x 100mm x 200mm	4			
	3. PVC seal foam	2			
3	1. Temperature Sensor DS18B20	5	90.00		
4	1. Sodium Hydroxide (500g)	2	80.00		
<b>Total (A)</b>			<b>334.84</b>		

**Purchase Request for Final Year Project for Items Above RM100 (If Any)**

No.	Items	Qty	(a) RM (Total exc GST)	Category <i>(To be filled by Lab Staff) (Consumable, Tools, etc.)</i>	Remark <i>(To be filled by Lab Staff / FYP Supervisor) (Received, Consumed, retain for next FYP, Prototype, etc)</i>
1	G-642685 1. Sika	1	120.00		
<b>Total (B)</b>			<b>120.00</b>		

**Grand Total (A+B)      454.84**

<b>Returned by Student</b>	<b>Date</b>
<b>Name:</b>	

<b>Received by Lab Staff</b>	<b>Date</b>
<b>Name:</b>	