

TOP 100 Pasar Swalayan

MALL TOP 100 LANTAI 1 - BATU AJI

BILL# 756335 15:02:15 29/01/2024
=====

PSH GULA PASIR 1KG	@	16.500
8997013630015	x	10 = 165.000
KOPI TANKER 780G	@	48.000
8994543001261	x	5 = 240.000
2BELIBIS SRL 135ML	@	7.000
8992984910128	x	15 = 105.000
LASEGAR BTL 500ML	@	7.000
8999988778976	x	2 = 14.000

=====

Gty Count : 32 Pcs

TOTAL	Rp.	524.000
CASH	Rp.	525.000
CHANGE	Rp.	1.000

KASIR 16 M6116 R0056
=====

MOHON DIPERIKSA KEMBALI JUMLAH & TANGGAL
KADALUARSA PRODUK YANG DIPBELI, JIKA TIDAK
GESUAI ATAU RAGU, MOHON DIBERITAHUKAN..!

Tanggal : 29 Jan 2024

Jenis : kasbon

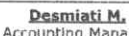
Kriteria Whitelist	Deskripsi	Nominal (Rp.)
Food and drinks - office activities	Pembelian RTK (Food)	569,000
TOTAL		569,000
Diajukan oleh,	Atasan,	Menyetujui,
 RISNA ULI Accounting officer - Inventory & FA	 IDA FITRI SENIOR ACCOUNTING OFFICER - AP	 DESMIATI M. Accounting Manager
	Dibayarkan oleh,	Diterima oleh,
	 RIA MAGDALENA Accounting officer	 RISNA ULI Accounting officer - Inventory & FA

CASH PAYMENT VOUCHER

Pay to : **RISNA ULI SUSANTI**

P/V No. : **PV-PCR2401/108**
Date : **29 Jan 2024**

Particulars	A/C Code	Div	Advance Payment (IDR)	Return of Advance Paid (IDR)	Realization (IDR)
Being Payment of :					
- Pembelian RTK (Food)	241010	GA	569,000	45,000	524,000
Total			569,000	45,000	524,000
Total in words : five hundred twenty four thousand rupiah					

Prepared by,	Received by,	Checked by,	Approved by,
 RIA MAGDALENA Accounting officer	 Risna Uli Susanti Officer-2 HRD and Adm.	 IDA FITRI Acc. Manager Finance	 Desmiati M. Accounting Manager

TOP 100 Pasar Swalayan

MALL TOP 100 LANTAI 1 - BATU AJI

BILL# 756335 15:02:15 29/01/2024
=====

PSM GULA PASIR 1KG	@	16.500
8997013630015	x	10 = 165.000
KOPI TANKER 780G	@	48.000
8994543001261	x	5 = 240.000
2BELIBIS SKL 135ML	@	7.000
8992984910128	x	15 = 105.000
LASEGAR BTL 500ML	@	7.000
8999988778976	x	2 = 14.000

=====

Qty Count : 32 Pcs

TOTAL	Rp.	524.000
CASH	Rp.	525.000
CHANGE	Rp.	1.000

KASIR 16

76116 RODS6

=====

MOHON DIPERIKSA KEMBALI JUMLAH & TANGGAL
KADALUARSA PRODUK YANG DIBELI, JIKA TIDAK
SESUAI ATAU RAGU, MOHON DIBERITAHUKAN...

Tanggal : 29 Jan 2024

Jenis : kasbon

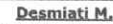
Kriteria Whitelist	Deskripsi	Nominal (Rp.)
Food and drinks - office activities	Pembelian RTK (Food)	569,000
TOTAL		569,000
Diajukan oleh,	Atasan,	Menyetujui,
 RISNA ULI Accounting officer - Inventory & FA	 IDA FITRI SENIOR ACCOUNTING OFFICER - AP	 DESMIATI M. Accounting Manager
Dibayarkan oleh,	Diterima oleh,	
 A MAGDALENA Accounting officer	 RISNA ULI Accounting officer - Inventory & FA	

CASH PAYMENT VOUCHER

Pay to : RISNA ULI SUSANTI

P/V No. : PV-PCR2401/108
Date : 29 Jan 2024

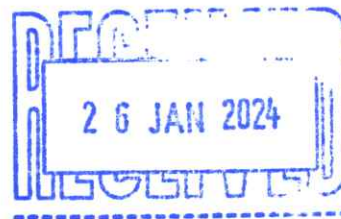
Particulars	A/C Code	Div	Advance Payment (IDR)	Return of Advance Paid (IDR)	Realization (IDR)
Being Payment of :					
- Pembelian RTK (Food)	241010	GA	569,000	45,000	524,000
Total			569,000	45,000	524,000
Total in words : five hundred twenty four thousand rupiah					

Prepared by,	Received by,	Checked by,	Approved by,
 RIA MAGDALENA Accounting officer	 Risa Uli Susanti Officer-2 HRD and Adm.	 IDA FITRI Acc. Manager Finance	 Desmiati M. Accounting Manager

Kode JUST/24/0028

Judul KEBUTUHAN RUMAH TANGGA KANTOR (RTK)

Tanggal Pengajuan 25 Jan 2024



Jenis Justifikasi umum

Dasar Pengajuan Untuk kelancaran operasional kantor, maka diperlukan kebutuhan rumah tangga yang sudah habis / menipis stoknya.

Informasi Tambahan

Kriteria : Pengeluaran Kantor

Lokasi Pengiriman : KANTOR TANJUNG PINANG

Tanggal Pengiriman : 30 Jan 2024

A. Rincian Biaya

NO	BARANG	HARGA / UNIT	QUANTITY	UNIT BARANG	SUBTOTAL
1.	Gula Pasir	18,000	10	pax	180,000
2.	Kopi	45,000	6	pax	270,000
3.	Sauce Sambel	7,000	15	botol	105,000
4.	Minuman	7,000	2	botol	14,000
TOTAL					569,000

NO	JASA	HARGA / UNIT	QUANTITY	UNIT JASA	UNIT KONTRAK	KONTRAK	SUBTOTAL
TOTAL							0

NO	SUBTOTAL	TOTAL
1.	Barang	569,000
2.	Jasa	0
Total		569,000

Inventory

NO	BARANG	HARGA / UNIT	QUANTITY	UNIT BARANG	SUBTOTAL
TOTAL					0

Kode JUST/24/0028
Judul KEBUTUHAN RUMAH TANGGA KANTOR (RTK)
Tanggal Pengajuan 25 Jan 2024

B. Sumber Anggaran

Anggaran : OPEX (# OPEX)

Kontrol Anggaran

Sub Anggaran

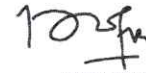
Rencana Pemakaian

Food and Drink Expense (# 241010)

Rp. 569,000

Sisa Budget

453,494,089



DESMIATI MARUAO
Accounting Manager
DateTime : 2024-01-25 11:15:50

Diajukan oleh,



NURPRIHATI ALRIANTI
Corporate Secretary
DateTime : 2024-01-25 10:55:36

Disetujui oleh,



ROBBY SUSILO
Chief Financial & HR Officer
DateTime : 2024-01-25 11:46:08

Disetujui oleh,



ABDULLAH PRATAMA HABIBIE
Direktur Operasional
DateTime : 2024-01-25 17:42:08

TOP 100 Pasar Swalayan

MALL TOP 100 LANTAI 1 - BATU AJI

BILL# 756333 14:59:02 29/01/2024

PASEO SMART BAG500'S	@	9.500
8993053121407	x	28 = 266.000
PASEO BATH ROLL @8	@	48.000
8993053211047	x	11 = 528.000
PASEO BATH ROLL @12	@	72.000
8993053211054	x	3 = 216.000
BAYFRESH STRAW 320ML		
8998899940069	x	1 = 22.000
BAYFRESH STRAW 320ML	@	22.000
8998899940069	x	2 = 44.000
BAYFRESH OREN 320ML	@	22.000
8998899002170	x	3 = 66.000
SUNLIGHT LINE RF 650	@	12.500
8999999589189	x	4 = 50.000

Qty Count : 52 Pcs

TOTAL Rp. 1.192.000
CASH Rp. 1.200.000
CHANGE Rp. 8.000

KASIR 16 M6116 R0054

MOHON DIPERIKSA KEMBALI JUMLAH & TANGGAL
KADALUARSA PRODUK YANG DIBELI, JIKA TIDAK
SESUAI ATAU RAGU, MOHON DIBERITAHUKAN..

TOP 100 Department Store

MALL TOP 100 LANTAI 2 - BATU AJI

BILL# 189404 14:21:26 29/01/2024

SAPU LIDI NIPAH BVL	@	31.000
561115	x	1 = 31.000
KT SNEK PC128	@	1.000
561463	x	1 = 1.000
SDK MKN BERN RY 195	@	11.500
533031	x	1 = 11.500
KTO SARFAH IF 90X120	@	10.500
561057	x	1 = 10.500

Qty Count :

TOTAL Rp. 55.000
CASH Rp. 55.000
CHANGE Rp. 0.000

KASIR 7

M6005 R0039

MOHON DIPERIKSA KEMBALI JUMLAH & TANGGAL
KADALUARSA PRODUK YANG DIBELI, JIKA TIDAK
SESUAI ATAU RAGU, MOHON DIBERITAHUKAN..

Tanggal : 29 Jan 2024

Jenis : kasbon

Kriteria Whitelist	Deskripsi	Nominal (Rp.)
Office Maintenance	Pembelian RTK (Cleaning)	1,782,000
TOTAL		1,782,000

Diajukan oleh,

Atasan,

Menyetujui,

Dibayarkan oleh,

Diterima oleh,

RISNA ULI
Accounting officer - Inventory &
FA

IDA FITRI
SENIOR ACCOUNTING OFFICER - AP

DESMIATI M.
Accounting Manager

A MAGDALENA
Accounting officer

RI

RISNA ULI
Accounting officer - Inventory &
FA

CASH PAYMENT VOUCHER

Pay to : **RISNA ULI SUSANTI**

P/V No. : **PV-PCR2401/109**
Date : **29 Jan 2024**

Particulars	A/C Code	Div	Advance Payment (IDR)	Return of Advance Paid (IDR)	Realization (IDR)
Being Payment of :					
- Pembelian RTK (Cleaning)	241050	GA	1,782,000	277,000	1,505,000
Total			1,782,000	277,000	1,505,000
Total in words : one million five hundred five thousand rupiah					

Prepared by,	Received by,	Checked by,	Approved by,
RIA MAGDALENA Accounting officer	Risna Uli Susanti Officer-2 HRD and Adm.	IDA FITRI Acc. Manager Finance	Desmiati M. Accounting Manager

TOP 100 Pasar Swalayan

MALL TOP 100 LANTAI 1 - BATU AJI

BILL# 756335 15:02:15 29/01/2024

PSM GULA PASIR 1KG	@	14.500
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8992984910128	x 15 =	105.000
LASEGAR BTL 500ML	@	7.000
8999988778976	x 2 =	14.000

Qty Count : 32 Pcs

TOTAL Rp. 524.000

CASH Rp. 525.000

CHANGE Rp. 1.000

KASIR 16

M6116 R0056

MOHON DIPERIKSA KEMBALI JUMLAH & TANGGAL
KADALUARSA PRODUK YANG DIPBELI, JIKA TIDAK
SESUAI ATAU RAGU, MOHON DIBERITAHUKAN..!

Tanggal : 29 Jan 2024

Jenis : kasbon

Kriteria Whitelist	Deskripsi	Nominal (Rp.)
Food and drinks - office activities	Pembelian RTK (Food)	569,000
TOTAL		569,000
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 RISNA ULI Accounting officer - Inventory & FA	 IDA FITRI SENIOR ACCOUNTING OFFICER - AP	 DESMIATI M. Accounting Manager
	Dibayarkan oleh,	Diterima oleh,
	 A MAGDALENA Accounting officer	 RISNA ULI Accounting officer - Inventory & FA

CASH PAYMENT VOUCHER

Pay to : RISNA ULI SUSANTI

P/V No. : PV-PCR2401/108
Date : 29 Jan 2024

Particulars	A/C Code	Div	Advance Payment (IDR)	Return of Advance Paid (IDR)	Realization (IDR)
Being Payment of :					
- Pembelian RTK (Food)	241010	GA	569,000	45,000	524,000
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Total in words : five hundred twenty four thousand rupiah					

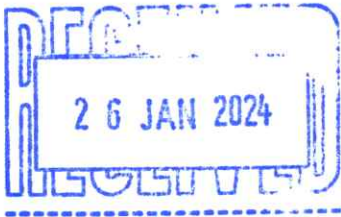
Prepared by,	Received by,	Checked by,	Approved by,
 RIA MAGDALENA Accounting officer	 Risna Uli Susanti Officer-2 HRD and Adm.		
		IDA FITRI Acc. Manager Finance	Desmiati M. Accounting Manager



Kode JUST/24/0028

Judul KEBUTUHAN RUMAH TANGGA KANTOR (RTK)

Tanggal Pengajuan 25 Jan 2024



Jenis Justifikasi umum

Dasar Pengajuan Untuk kelancaran operasional kantor, maka diperlukan kebutuhan rumah tangga yang sudah habis / menipis stoknya.

Informasi Tambahan

Kriteria : Pengeluaran Kantor

Lokasi Pengiriman : KANTOR TANJUNG PINANG

Tanggal Pengiriman : 30 Jan 2024

A. Rincian Biaya

NO	BARANG	HARGA / UNIT	QUANTITY	UNIT BARANG	SUBTOTAL
1.	Gula Pasir	18,000	10	pax	180,000
2.	Kopi	45,000	6	pax	270,000
3.	Sauce Sambel	7,000	15	botol	105,000
4.	Minuman	7,000	2	botol	14,000
TOTAL					569,000

NO	JASA	HARGA / UNIT	QUANTITY	UNIT JASA	UNIT KONTRAK	KONTRAK	SUBTOTAL
TOTAL							0

NO	SUBTOTAL	TOTAL
1.	Barang	569,000
2.	Jasa	0
Total		569,000

Inventory

NO	BARANG	HARGA / UNIT	QUANTITY	UNIT BARANG	SUBTOTAL
TOTAL					0

Kode JUST/24/0028
Judul KEBUTUHAN RUMAH TANGGA KANTOR (RTK)
Tanggal Pengajuan 25 Jan 2024

B. Sumber Anggaran

Anggaran : OPEX (# OPEX)

Kontrol Anggaran

Sub Anggaran

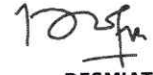
Rencana Pemakaian

Food and Drink Expense (# 241010)

Rp. 569,000

Sisa Budget

453,494,089



DESMIATI MARUAO
Accounting Manager
DateTime : 2024-01-25 11:15:50

Diajukan oleh,



NURPRIHATI ALRIANTI
Corporate Secretary
DateTime : 2024-01-25 10:55:36

Disetujui oleh,



ROBBY SUSILO
Chief Financial & HR Officer
DateTime : 2024-01-25 11:46:08

Disetujui oleh,



ABDULLAH PRATAMA HABIBIE
Direktur Operasional
DateTime : 2024-01-25 17:42:08

TOP 100 Pasar Swalayan

MALL TOP 100 LANTAI 1 - BATU AJI

BILL# 756333 14:59:02 29/01/2024

PASEO SMART BAGS00'S	@	9.500
8993053121407	x	28 = 266.000
PASEO BATH ROLL @8	@	48.000
8993053211047	x	11 = 528.000
PASEO BATH ROLL @12	@	72.000
8993053211054	x	3 = 216.000
BAYFRESH STRAW 320ML		
8998899940069	x	1 = 22.000
BAYFRESH STRAW 320ML	@	22.000
8998899940069	x	2 = 44.000
BAYFRESH OREN 320ML	@	22.000
8998899002170	x	3 = 66.000
SUNLIGHT LINE RF 650	@	12.500
8999999589189	x	4 = 50.000

Qty Count : 52 Pcs

TOTAL	Rp.	1.192.000
CASH	Rp.	1.200.000
CHANGE	Rp.	8.000

KASIR 16 M6116 R0054

MOHON DIPERIKSA KEMBALI JUMLAH & TANGGAL
KADALUARSA PRODUK YANG DIBELI, JIKA TIDAK
SESUAI ATAU RAGU, MOHON DIBERITAHUKAN..

TOP 100 Department Store

MALL TOP 100 LANTAI 2 - BATU AJI

BILL# 189404 14:21:23 29/01/2024

SAPU LIDI NIPAH 04L	@	21.000
563015	x	2 = 42.000
KT SHPR 2125	@	21.000
561463	x	1 = 21.000
SDY HAN BERN 30X 180	@	11.500
563031	x	3 = 34.500
KTO SAMPAN 3P 90X120	@	12.500
561077	x	1 = 12.500

Qty Count :

TOTAL	Rp.	313.000
CASH	Rp.	330.000
CHANGE	Rp.	17.000

KASIR 7

M6207 R0034

MOHON DIPERIKSA KEMBALI JUMLAH & TANGGAL
KADALUARSA PRODUK YANG DIBELI, JIKA TIDAK
SESUAI ATAU RAGU, MOHON DIBERITAHUKAN..

Tanggal : 29 Jan 2024

Jenis : kasbon

Kriteria Whitelist	Deskripsi	Nominal (Rp.)
Office Maintenance	Pembelian RTK (Cleaning)	1,782,000
TOTAL		1,782,000

Diajukan oleh,	Atasan,	Menyetujui,	Dibayarkan oleh,	Diterima oleh,
 RISNA ULI Accounting officer - Inventory & FA	 IDA FITRI SENIOR ACCOUNTING OFFICER - AP	 DESMIATI M. Accounting Manager	 A MAGDALENA Accounting officer	 RISNA ULI Accounting officer - Inventory & FA

CASH PAYMENT VOUCHER

Pay to : **RISNA ULI SUSANTI**

P/V No. : **PV-PCR2401/109**
Date : **29 Jan 2024**

Particulars	A/C Code	Div	Advance Payment (IDR)	Return of Advance Paid (IDR)	Realization (IDR)
Being Payment of :					
- Pembelian RTK (Cleaning)	241050	GA	1,782,000	277,000	1,505,000
Total			1,782,000	277,000	1,505,000
Total in words : one million five hundred five thousand rupiah					

Prepared by,	Received by,	Checked by,	Approved by,
 RIA MAGDALENA Accounting officer	 Risa Uli Susanti Officer-2 HRD and Adm.		
		 IDA FITRI Acc. Manager Finance	 Desmiati M. Accounting Manager

JUSTIFIKASI

PT Batam Bintang Telekomunikasi

Kode JUST/24/0029

Judul KEBUTUHAN RUMAH TANGGA KANTOR (RTK)

Tanggal Pengajuan 25 Jan 2024



Jenis Justifikasi umum

Dasar Pengajuan Untuk kelancaran operasional kantor, maka diperlukan kebutuhan rumah tangga yang sudah habis / menipis stoknya.

Informasi Tambahan

Kriteria : Pengeluaran Kantor

Lokasi Pengiriman : KANTOR BATAM

Tanggal Pengiriman : 30 Jan 2024

A. Rincian Biaya

NO	BARANG	HARGA / UNIT	QUANTITY	UNIT BARANG	SUBTOTAL
1.	Plastik Sampah	24,000	10	pax	240,000
2.	Tisu Meja	9,000	30	box	270,000
3.	Bay Fresh	22,000	6	kaleng	132,000
4.	Sabun cuci piring	15,000	6	pax	90,000
5.	Plastik Sampah Hitam	25,000	10	pax	250,000
6.	Sendok makan	25,000	2	pax	50,000
7.	Tisu Toilet	50,000	15	pax	750,000
TOTAL					1,782,000

NO	JASA	HARGA / UNIT	QUANTITY	UNIT JASA	UNIT KONTRAK	KONTRAK	SUBTOTAL
TOTAL							0

NO	SUBTOTAL	TOTAL
1.	Barang	1,782,000
2.	Jasa	0
Total		1,782,000

Inventory

Kode JUST/24/0029

Judul KEBUTUHAN RUMAH TANGGA KANTOR (RTK)

Tanggal Pengajuan 25 Jan 2024

NO	BARANG	HARGA / UNIT	QUANTITY	UNIT BARANG	SUBTOTAL
TOTAL					0

B. Sumber Anggaran

Anggaran : OPEX (# OPEX)

Kontrol Anggaran

Sub Anggaran

Rencana Pemakaian

General Cleaning Expense (# 241050)

Rp. 1,782,000

Sisa Budget

328,013,494


DESMIATI MARUAO
Accounting Manager
DateTime : 2024-01-25 11:16:35

Diajukan oleh,

Disetujui oleh,

Disetujui oleh,


NURPRIHATI ALRIANTI
Corporate Secretary
DateTime : 2024-01-25 11:16:15


ROBBY SUSILO
Chief Financial & HR Officer
DateTime : 2024-01-25 11:45:53


ABDULLAH PRATAMA HABIBIE
Direktur Operasional
DateTime : 2024-01-25 17:42:23

**BERITA ACARA LAPANGAN (BAL)/
BERITA ACARA PENYELESAIAN PEKERJAAN (BAPP)
BAL/24/0020**

KEBUTUHAN RUMAH TANGGA KANTOR (RTK)

Pada hari ini, Senin tanggal 29 Januari 2024 telah dilaksanakan Pekerjaan KEBUTUHAN RUMAH TANGGA KANTOR (RTK) sebagai berikut:

No	Deskripsi	BOQ				Realisasi				selisih
		Satuan	Jumlah	Harga	Total Harga	Satuan	Jumlah	Harga	Total Harga	
	Material/Just/24/0028 & 0029									
1	Gula Pasir	pax	10	18,000	180,000	pcs	10	16,500	165,000	15,000
2	Kopi	pax	6	45,000	270,000	pcs	5	48,000	240,000	30,000
3	Sauce Sambel	botol	15	7,000	105,000	pcs	15	7,000	105,000	-
4	Minuman	botol	2	7,000	14,000	pcs	2	7,000	14,000	-
					569,000				524,000	45,000
1	Plastik Sampah	pax	10	24,000	240,000	pcs	10	13,500	135,000	105,000
2	Tisu Meja	box	30	9,000	270,000	pcs	28	9,500	266,000	4,000
3	Bay Fresh	kaleng	6	22,000	132,000	pcs	6	22,000	132,000	-
4	Sabun cuci piring	pax	6	15,000	90,000	pcs	4	12,500	50,000	40,000
5	Plastik Sampah Hitam	pax	10	25,000	250,000	pcs	5	21,000	105,000	145,000
6	Sendok makan	pax	2	25,000	50,000	pcs	2	15,500	31,000	19,000
7	Tisu Toilet	pax	15	50,000	750,000	pcs	11	48,000	528,000	6,000
	Tisu Toilet					pcs	3	72,000	216,000	
8	Sapu lidi					pcs	2	21,000	42,000	- 42,000
					1,782,000				1,505,000	277,000
Budget					2,351,000	Total Belanja				2,029,000
						Kelebihan				322,000

Pekerjaan tersebut telah selesai dilaksanakan dengan hasil yang baik dan sesuai SOP.

Demikian Berita Acara ini dibuat, untuk dipergunakan sebagaimana mestinya.

PT.Batam Bintang Telekomunikasi

Diajukan Oleh,



Nurprihati Alrianti

Corporate Secretary

Disetujui oleh



Timbul Nainggolan

Chief Operational & Regulatory Officer