



UMK/B21.00/15/2021 Pind. 1

Tarikh Kkuatkuasa : 01 Januari 2021
Effective Date : 1st January 2021**BORANG SEMAKAN DOKUMEN PEMBAYARAN PEMBELIAN TERUS**
DIRECT PURCHASE PAYMENT DOCUMENT CHECKLIST FORMPUSAT PEMBANGUNAN DAN PENGURUSAN INFRASTRUKTUR (3PI)
CENTER FOR INFRASTRUCTURE DEVELOPMENT AND MANAGEMENT**KERJA / PERKHIDMATAN**
WORK / SERVICE

BAYARAN AKHIR / PENUH

LAST / FULL PAYMENT

PERKARA

ITEM

NO. PESANAN TEMPATAN

LOCAL ORDER NUMBER (L.O)

:	
:	
:	

BIL. NUMB.	DOKUMEN YANG DIPERLUKAN REQUIRED DOCUMENTS	ADA (/)* / TIADA (X)* YES (/)* / NO (X)*	CATATAN NOTES
1	BORANG PENGESAHAN KERJA <i>Job Verification Form</i>		
2	DOKUMEN BERKAITAN LANJUTAN MASA (JIKA PERLU) <i>Documents of Time Extension (If Necessary)</i>		
3	PESANAN TEMPATAN (ASAL) <i>Local Order (Original)</i>		
4	INVOIS ASAL (COP PENERIMAAN JABATAN) <i>Original Invoice (Office Stamp of Acceptance)</i>		
5	PESANAN PENGHANTARAN (JIKA PERLU) <i>Delivery Order (If Necessary)</i>		
6	NOTA KREDIT / DEBIT (JIKA BERKENAAN) <i>Note of Credit / Debit (If Relevant)</i>		
7	BORANG DAFTAR HARTA MODAL - KEW. PA-2 (JIKA PERLU) <i>Capital Property Registration Form - KEW. PA-2 (If Necessary)</i>		
8	BORANG DAFTAR INVENTORI - KEW. PA-3 (JIKA PERLU) <i>Inventory Registration Form - KEW. PA-3 (If Necessary)</i>		
9	DOKUMEN PERAKUAN SIAP KERJA:- <i>Document of Practical Completion Certificate</i>		
10	i. Ringkasan Permohonan Perakuan Siap Kerja <i>Summary of Application for Practical Completion Certificate</i>		
11	ii. Surat Penyerahan Siap Kerja Daripada Kontraktor <i>Letter of Handover of Work Completion From Contractor</i>		
12	iii. Sijil Siap Kerja <i>Practical Completion Certificate</i>		
13	iv. Senarai Semak Siap Kerja <i>Checklist of Work Completion</i>		
	v. Borang Penilaian Prestasi Kontraktor (3PI) <i>Contractor Appraisal Form (3PI)</i>		
14	LAPORAN PRESTASI KONTRAKTOR - 2 SET (BENDAHARI) <i>Contractor Performance Report - 2 Sets (Treasurer)</i>		
15	LAPORAN BERGAMBAR <i>Photograph Report</i>		

Nota / Notes:

- * TANDAKAN MANA YANG BERKAITAN / TICK WHICH RELEVANT
- SUSUNAN DOKUMEN MENGIKUT SUSUNAN DI ATAS / DOCUMENT ARRANGEMENT FOLLOWING THE ABOVE ORDER

DISEDIAKAN OLEH / PREPARED BY :

DISEMAK OLEH / REVIEWED BY :

.....

.....