

PURCHASE ORDER

Filled example · Malaysia · RM

No: PO-2026-0148

Date: 12 August 2026

FROM (buyer)
Kedai Runcit Aman Enterprise
12 Jalan Melur 3
43000 Kajang, Selangor

TO (supplier)
Syarikat Bekalan Ria Sdn Bhd
Lot 8 Jalan Perusahaan 2
43300 Seri Kembangan, Selangor

Deliver to Same as buyer address
Required by 19 August 2026
Payment terms 30 days from invoice date

Description	Qty	Unit	Unit price	Amount (RM)
Beras Super Tempatan 10kg	40	bag	28.50	1,140.00
Minyak Masak 5kg	25	bottle	22.00	550.00
Gula Halus 1kg	100	packet	2.90	290.00
Subtotal				1,980.00
Delivery charge				60.00
SST				Not applicable
TOTAL				RM 2,040.00

Not applicable — supplier not SST-registered

Authorised by (buyer)

Aman bin Yusof, Owner

Check: 1,140.00 + 550.00 + 290.00 = 1,980.00 subtotal, plus 60.00 delivery = RM 2,040.00.