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.