

(Section B) Cost Calculation (to be filled by SO(Eng))				
<u>Drawing Number</u>	<u>Quantity</u>	<u>Unit Price (\$)</u>	<u>Amount (\$)</u>	
<u>Material for Electronic Format of Drawing</u>				
CD-ROM / DVD				
Total Cost				
(Section C) Demand Note Details (to be filled by General and Accounts Registry)				
Demand Note No.	Date of Issue	Date of postage / fax	Date of Settlement	Date of informing SO(Eng)
	/ / dd mm yy	/ / dd mm yy	/ / dd mm yy	/ / dd mm yy
(Section D) Delivery Details (to be filled by SO(Eng))				
Date of phone	Responsible Officer (Name & title)	Signature		
/ / dd mm yy				

I acknowledge receipt of the drawing(s)

Distribution of this form

Original : SO(Eng)

Duplicate : The General and Accounts Registry

Name / Signature / date

Notes

1. Payment method

Estimated days for processing

- | | |
|---|----------------|
| (a) By Bank Automated Teller Machine (ATM) | 1 working day |
| (b) By Payment by Phone Service “PPS”– Merchant Code : 9174 | 3 working days |
| (c) Through Internet | 3 working days |
| (d) By post to the Treasury | 7 working days |
| (e) In Person at any Post Offices | 1 working day |

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