



**RECEIPT**

KASIKORNBANK PUBLIC COMPANY LIMITED  
INTERNATIONAL TRADE AND FACTORING PROCESSING DEPARTMENT  
1 SOI RATBURANA 27/1,  
RATBURANA ROAD,  
BANGKOK 10140, THAILAND.

TAX ID: 0107536000315

DATE:14-Mar-19

TRANSACTION REF: OR19108829  
MESSRS: ASIAN INSTITUTE OF TECHNOLOGY  
59 MOO 9, PAHOLYOTHIN RD., KM 42,  
KLONG 1, KLONG LUANG,  
PATHUMTHANI 12120, THAILAND.  
REMIT PROCEEDS TO: BANCO COMERCIAL PORTUGUES  
FOR SETTLEMENT OF: PT50003300004540431901205  
UNIVERSIDADE DO MINHO  
LARGO DO PACO, BRAGA PORTUGAL  
4704-501  
TT AMOUNT: EUR 19,483.60  
DETAIL OF PAYMENT: REQUESTING FOR TRANSFER OF THE  
SECOND INSTALLMENT TO UNIVERSIDADE  
DO MINHO, PORTUGAL  
WE HAVE RECEIVED PAYMENT BY DEBIT ACCOUNT  
A/C NO.: 3812046666  
A/C NAME: ASIAN INSTITUTE OF TECHNOLOGY

**DETAILS AS FOLLOWS:**

DESCRIPTION	CCY	AMOUNT	RATE	FX REF. NO.	CCY	AMOUNT
Principal Amount	EUR	19,483.60	36.2	77774101	THB	705,306.32
SWIFT/TELEX CHARGES***					THB	400.00
REMITTANCE & AMEND COMM. THB***					THB	100.00
FBC PAY IN FULL TXN=EUR FEE=THB***					THB	1,200.00
<b>TOTAL AMOUNT</b>					<b>THB</b>	<b>707,006.32</b>

**KASIKORNBANK PUBLIC COMPANY LIMITED**

**THIS RECEIPT DOES NOT REQUIRE AN AUTHORIZED SIGNATURE.**

ACCORDING TO REVENUE DEPARTMENT ORDER POR 112/2545  
YOU ARE OBLIGED TO DEDUCT 3% INCOME TAX UP FRONT FROM PAYMENT OF FEES AND OTHER  
SERVICES, AND SUBMIT TO REVENUE DEPARTMENT WITHIN 7<sup>TH</sup> DAY OF THE FOLLOWING MONTH  
\*\*\* TOTAL FEE FROM 1,000 BAHT AFTER COUPON DEDUCTION (IF ANY) PER TRANSACTION CAN BE USED  
FOR REFUNDING TAX 3%

COPY



# PAYMENT REQUEST

Date **15-Feb-19**

Reference No. \_\_\_\_\_

**Subject** PAYMENT REQUEST

**Purpose of Payment** Requesting for transfer of the second installment to University of Minho, Portugal

URGENT

**PAYMENT DETAILS**

**BENEFICIARY** (one Payment Request for one beneficiary)

Name: Universidade do Minho ID: \_\_\_\_\_

Address: Largo do Paço, 4704-553 Braga, Portugal

Payment due date: \_\_\_\_\_

Explanation (in case of emergency): \_\_\_\_\_

INVOICE CURRENCY: \_\_\_\_\_ Currency:  Baht  Other currency **EURO** (specify currency)

INV #	Account Name	Details	Payment	To be filled by Finance only
1	50 7 004 103 00005 697 1155 MSIE 4.0 Project	Requesting for transfer of the second installment to University of Minho, Portugal (PAYING IN FULL)	19,483.60	
			19,483.60	

**MODE OF PAYMENT**

A)  Cheques  Bank Transfer  Domestic transfer  Overseas transfer

A  Cheque Payment - Cheque Issue and crossed "ACCOUNT PAYEE ONLY"

Tick here if request for Cheque issue with no "Account Payee"

Reason: \_\_\_\_\_

**B**  Bank Transfer

**BANK TRANSFER DETAILS**

Bank Name: Millennium BCP Paying to A/C Name: Universidade do Minho

Account Number: 45404319012 Bank fee to charge to A/C: 50.7.004.103.00005.697.1155

Branch: \_\_\_\_\_ Bank Address: Praça do Condestavel, n 121

IBAN: PT-50-0033-0000-45404319012-05 Town/City: Braga, Postcode: 4700-215

(In case (swift code/ IBAN code/ Source code/ ABA Code) Country: Portugal

Payment Currency: Request Finance to pay in  Baht  US\$  Other **EURO** (specify currency)

Exchange Rate (to be filled by Finance): \_\_\_\_\_

Prepared by: <u>Pornpun</u> School/ Unit: Ms. Pornpun Pugsawade	Name: <u>Tuu</u> Phone: 6694 Email: pornpun@ait.ac.th
Requested by: <u>Dr. Pisut Koomsap</u> School/ Unit: Dr. Pisut Koomsap	Verification By: _____ Date: _____ <input type="checkbox"/> Approve <input type="checkbox"/> Not Approve
Approved by: <u>Dr. Pisut Koomsap Project Leader</u> School/ Unit:	Budget verified by Finance: <input type="checkbox"/> Sufficient <input type="checkbox"/> Insufficient budget
Endorsed by: <u>MU</u> School/ Unit: Dr. Mongkol Ekpanyanpong Department Head ISE	By: _____ Date: _____
Approved by: <u>Prof. Ponnung Wanyichai Interim Dean SET</u> School/ Unit:	Approve for Payment by Finance

Comment by Finance Department: Not able to process the payment and to return to Requestor due to \_\_\_\_\_ Date: \_\_\_\_\_

Insufficient Budget  Insufficient information

Others  Incorrect information

Return date: \_\_\_\_\_

Details: \_\_\_\_\_





# AIT

## Asian Institute of Technology

Industrial Systems Engineering  
School of Engineering and Technology

Postal Address:  
P.O. Box 4  
Klong Luang  
Pathumthani 12120  
Thailand

Street Address:  
Km. 42 Paholyothin Highway  
Klong Luang  
Pathumthani 12120  
Thailand

(For local calls, dial 02 before the tel/fax nos.)  
Tel: (66-2) 524-5675  
Fax: (66-2) 524-5697  
e-mail: ise@ait.ac.th  
http://www.ait.ac.th

### MEMORANDUM

February 14, 2019

**To:** Mr. Noppadon Rittipongshusit, Head Finance

**Through:** Prof. Sivanappan Kumar, VPAA *SKP* 07 MAR 2019  
Prof. Pennung Warnitchai, Interim Dean SET *PW*  
Dr. Mongkol Ekpanyapong, Head ISE *ME*

**From:** Pisut Koomsap, MSIE 4.0 project coordinator *Pisut Koomsap*

**Subject:** Request for transfer of the second instalment to University of Minho, Portugal

**Attachment:** Payment request from University of Minho,  
Bank account of University of Minho,  
Annex II of the Partnership Agreement between University of Minho and AIT,  
Section 5.3 of the Partnership Agreement

Referring to section 5.3 of article 5 of the Partnership Agreement between University of Minho (UMinho) Poland and AIT, the budget allocated to UMinho as indicated in Annex II of the Agreement will be arranged in five instalments.

UMinho has provided fully support for the progress of the project and has made request for the second instalment of 19,483.60 EURO which is 20% of the total budget allocated to UMinho according to section 5.3.1 of the Partnership Agreement. Therefore, may I request for the transfer of the amount of 19,483.60 EURO to UMinho to the provided bank account.

Your kind consideration and strong support are highly appreciated.

Best regards,



*The transfer to partner in line with the allocations under the MSIE4 project Agreement.*

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Selection Criteria

Budget BUDGET 2019  
Period Feb.19

Amount Type Year To Date Extended  
Encumbrance Type

Funds Available ( THB )

Account	Budget	Encumbrance	Actual	Funds Available
50.7.004.103.00005.697.1155	2,545,293.61	0.00	0.00	2,545,293.61

Encumbrance Amounts

REQ	PO	Other
0.00	0.00	0.00

Account Description

Agency fund.Expenditure.Student related direct co.Industrial and Manufactur.MSIE4.0.Sub Contrat External .G.Eur

Leian Institute Of Technology  
 EXCESS OF INCOME OVER EXPENSES REPORT  
 Current Period: Feb-19

Currency THB

RC=103 (Industrial and Manufacturing Engineering (IME)), Activity=00005 (MSIE4.0)

Fun	Ty	Sub	RC	Activi	Object/Detail	Donor	AMOUNT
							(BART)
BALANCE BROUGHT FORWARD							
50	3	062	103	00005	000 UNUSED OBJECT/DETAILS-FUND	1155	6,120,140.53
ADD: INCOME							
50	6	032	103	00005	008 SCHOLARSHIPS	1155	0.00
LESS: EXPENDITURE							
50	7	004	103	00005	680 Sub Contract External -H	1155	0.00
50	7	004	103	00005	681 Sub Contract External -A	1155	0.00
50	7	004	103	00005	682 Sub Contract External -B	1155	0.00
50	7	004	103	00005	683 Sub Contract External -C	1155	517,563.53
50	7	004	103	00005	684 Sub Contract External -D	1155	0.00
50	7	004	103	00005	685 Sub Contract External -E	1155	531,490.32
50	7	004	103	00005	686 Sub Contract External -F	1155	0.00
50	7	004	103	00005	687 Sub Contract External -G	1155	0.00
TOTAL EXPENDITURES							1,349,153.84
LESS: FIXED ASSETS							
TOTAL FIXED ASSETS							0.00
TOTAL OF EXPENDITURES AND FIXED ASSETS							1,349,153.84
CLOSING BALANCE							4,770,986.74

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**Annex IV - Request for payment form**

05-February-2018

For the attention of  
Asian Institute of Technology  
Prof. Worsak Kanok-Nukulchai  
58 Moo 9, Km. 42, Paholyothin  
Highway, Klong Nueng, Klong Luang,  
Pathumthani, 12120, Thailand

**Grant Agreement Number:** 2017-3515/001-001

**Project Name:** Curriculum Development of Master's Degree Program in Industrial Engineering for  
Thailand Sustainable Smart Industry (MSIE4.0)

**Project Number:** 586137-EPP-1-2017-1-TH-EPPKA2-CBHE-JP

**Name and address of beneficiary:**

Universidade do Minho  
Larço do Paço, 4704-553 Braga, Portugal

Request for payment number: 2/2019

Dear Sir,

I hereby request second instalment of the Erasmus+ grant contribution under the Grant Agreement mentioned above, and based on the partnership agreement.

The amount requested is 19 483.60 EURO.

The payment should be made to the bank account of our institution defined in the Partnership Agreement.

**For the Beneficiary**  
The legal representative  
Carla Martins (Pro Rector)

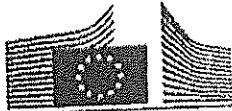


Signature and stamp  
Done in Braga



Universidade do Minho

Date 15/01/2019



# FINANCIAL IDENTIFICATION

PRIVACY STATEMENT [http://www.usmca.usmca.gov/contracts\\_forms/enla\\_contract/privacy\\_statement\\_en.pdf](http://www.usmca.usmca.gov/contracts_forms/enla_contract/privacy_statement_en.pdf)

<b>ACCOUNT NAME</b>	
ACCOUNT NAME <input type="checkbox"/>	Universidade do Minho
ADDRESS	Largo do Paço
TOWN/CITY	Braga
POSTCODE	4704-501
COUNTRY	Portugal

*(Write the name of the state under which the account has been opened and not the name of the account holder)*

CONTACT	
TELEPHONE	00351253601045
FAX	
E-MAIL	sec-adm@tritoria.uminho.pt

<b>BANK</b>	
BANK NAME	Millennium BCP
BRANCH ADDRESS	Praça do Condastável, nº 121
TOWN/CITY	Braga
POSTCODE	4700-215
COUNTRY	Portugal
ACCOUNT NUMBER	45404319012
IDAN <input type="checkbox"/>	PT50-0033-0000-45404319012-05

*(SWIFT/BIC Code (International Bank Account Number) refers to the country where your bank is established)*

REMARKS:	
<b>BANK STAMP + SIGNATURE OF BANK REPRESENTATIVE</b> (Both obligatory) <input type="checkbox"/>	<b>DATE + SIGNATURE OF ACCOUNT HOLDER</b> (Both obligatory)
Banco Comercial Português, S.A. 	

*(It is preferable to attach copy of recent bank statement. Please note that the bank (or client) has to provide all the information listed above under ACCOUNT NAME and IDAN. In this case, the stamp of the bank and the signature of the bank's representative is compulsory. The signature of the account holder is obligatory legal order.)*

*W. W. 04*

**Annex II - Budget/Expenditure/Co-financing breakdown per budget category for beneficiary.**

Budget category	Distribution of the grant (in EUR)
Staff Costs	65.328,00
Travel Costs	18.650,00
Costs of Stay	13.440,00
Equipment Costs	0,00
Subcontracting Costs	0,00
Total Costs	97.418,00



W. W. OJ

5.1 The coordinator will transfer the part of the Erasmus+ grant contribution corresponding to the beneficiary using the bank account stipulated in Annex III of this Agreement.

5.2 For the purpose of transferring the part of the Erasmus+ grant contribution, the beneficiary will send Request for payment (using the Annex IV of this Agreement) to the coordinator, duly signed by the legal representative of the beneficiary, for each instalment calculated and approved by the coordinator on the basis of previous verified expenses and/or submitted outputs.

5.3 The transfer of the Erasmus+ grant contribution to individual beneficiaries will be implemented in accordance with the following timetable and procedure:

5.3.1 **First instalment of first pre-financing:** The coordinator will transfer 30% of the beneficiary's total Erasmus+ grant budget after the signing of this Agreement, deducting the funds intended for equipment purchase (if applicable) which shall be transferred on the receipt of the requisite documentation as outlined in section 5.3.3 of this agreement. This disbursement is subject to the receipt of the first pre-financing payment by the Coordinator from the Executive Agency.

5.3.2 **Second instalment of first pre-financing:** The coordinator will transfer 20% of the beneficiary's total Erasmus+ grant budget, deducted for the funds intended for equipment purchase (if applicable), after the coordinator has received and approved necessary documentation and materials on the performed activities.

5.3.3 The coordinator will transfer funds for the purchase of the equipment (equipment is intended exclusively for the Partner Country Higher Education Institutions, included in the partnership, as defined in the Programme Guide and Guidelines for the Use of the Grant) under the condition that the coordinator has received the requested documentation as proof that the appropriate procedure has been conducted and on the basis of eligible costs stipulated in contract(s) duly signed by the beneficiary and selected supplier(s), followed by corresponding invoice(s). Grant for the purchase of equipment has to be used exclusively for the purchase of equipment for the beneficiary for the purpose of the implementation of the project (equipment directly relevant to the objectives of the project). The equipment shall be the ownership of the beneficiary and must be recorded in the inventory of the institution where it is installed. All equipment purchased with the Erasmus+ CBHE funds must bear an Erasmus+ logo in a form of a sticker as defined by the Executive Agency. The beneficiary may not split the purchase of the equipment into smaller contracts below the threshold, in order to avoid launching a formal tendering procedure. Since the joint tendering procedure is the expression of a sound and cost-efficient management, beneficiary will inform the coordinator in a timely manner about the intention of purchase of the equipment and will not undertake any further actions related to the matter before the approval of the coordinator.

5.3.4 **First instalment of second pre-financing:** The coordinator will transfer 20% of the beneficiary's total Erasmus+ grant budget, provided that the coordinator has received the second pre-financing payment from the Executive Agency and the coordinator has received and approved necessary documentation and materials on the performed activities. In addition, the beneficiary will have to demonstrate expenditures covering at least 70% of the total amount already transferred.

5.3.5 **Second instalment of second pre-financing:** The coordinator will transfer 20% of the beneficiary's total Erasmus+ grant budget, after the coordinator has received and approved necessary documentation and materials on the performed activities. In addition, the beneficiary will have to demonstrate expenditures covering at least 70% of the total amount already transferred.

5.3.6 **Payment of the balance:** The final amount of the grant to be transferred to the beneficiary by the coordinator will be defined only once the total Erasmus+ grant has been confirmed by the Executive Agency after the end of the project and approval of the final report. All outstanding payments to cover actual eligible expenditures that have not been received in previous instalments will be transferred to the beneficiary within 30 days after the receipt of final payment from the Executive