

OPEX/CAPEX Requisition Form

Request Details

Request ID: OPEXCAPEX-0041
Submission Date: 2025-07-09T13:04:24.530706
Requester Name: Udu Aka
Requester Staff ID: POL/2024/002
Requester Department: Finance
Request Type: OPEX (Operational Expenditure)
Item Description: Approval request to carry out repair work on faulty generator
Expense Line: Plant & Machinery Maintenance

Financial Details

Budgeted Amount: NGN 450,000.00
Material Cost: NGN 178,000.00
Labor Cost: NGN 24,000.00
Total Amount: NGN 202,000.00
WHT Percentage: 5%
WHT Amount: NGN 10,100.00
Net Amount Payable: NGN 191,900.00
Budget Balance (After Request): NGN 248,000.00

Justification

Justification: For Business Continuity

Vendor Details

Vendor Name: Bestway Engineering Services Ltd
Vendor Account Name: Benjamin
Vendor Account No: 1234567890
Vendor Bank: GTB

Approval History

- Admin Manager by abdul_bolaji@yahoo.com on 2025-07-11 16:13:48: Approved. Comment: Approved
- HR Manager by abdul_bolaji@yahoo.com on 2025-07-11 16:13:56: Approved. Comment: Approved
- Finance Manager by abdul_bolaji@yahoo.com on 2025-07-11 16:13:59: Approved. Comment: Approved
- MD by abdul_bolaji@yahoo.com on 2025-07-11 16:14:02: Approved. Comment: Approved

Final Status

Status: Approved