

# OPEX/CAPEX Requisition Form

## Request Details

**Request ID:** REQ-0049  
**Submission Date:** 2025-07-11T13:29:08.733707  
**Requester Name:** Udu Aka  
**Requester Staff ID:** POL/2024/002  
**Requester Department:** Finance  
**Request Type:** OPEX (Operating Expenditure)  
**Item Description:** Repair of Faulty LR4:  
1. Replacement of unserviceable Engine Oil Cooler  
2. Coolant (2 Cans)  
  
**Expense Line:** Fleet Management

## Financial Details

**Budgeted Amount:** NGN 5,000,000.00  
**Material Cost:** NGN 114,000.00  
**Labor Cost:** NGN 25,000.00  
**Total Amount:** NGN 139,000.00  
**WHT Percentage:** 5%%  
**WHT Amount:** NGN 1,250.00  
**Net Amount Payable:** NGN 137,750.00  
**Budget Balance (After Request):** NGN 4,862,250.00

## Justification

**Justification:** Ensure the vehicle is feat for Road

## Vendor Details

**Vendor Name:** Alpha Link Technical Services  
**Vendor Account Name:** Oladele  
**Vendor Account No:** 2345678900  
**Vendor Bank:** Access Bank

## Approval History

- Admin Manager by abdulahi\_ibrahim on 2025-07-11 13:31:50: Approved. Comment: Approved
- HR Manager by abdul\_bolaji@yahoo.com on 2025-07-11 13:36:52: Approved. Comment: Approved
- Finance Manager by abdul\_bolaji@yahoo.com on 2025-07-11 13:37:15: Approved. Comment: Approved

- MD by abdul\_bolaji@yahoo.com on 2025-07-11 16:10:25: Approved. Comment: Approved

### **Final Status**

**Status: Approved**