

NATIONAL HIGHWAY AUTHORITY

(Establishment Directorate)
(Transport Section)

No. 72(870)/Estab./Tpt/NHA/19/653

Islamabad, 30 September, 2019

MEMO

Sanction of the Director (Establishment) is hereby conveyed for release of payment of Rs.4,863/- (Rupees Four Thousand Eight Hundred Sixty Three Only) on account of repair/mant. of vehicle No. GAF-870 (Toyota Corolla).

2. Payment may please be made through crossed cheque in favour of M/s Toyota GT Motors, Islamabad.

3. The amount is debited to (M-2/RMA) funds and recouped from relevant account.

(TANWEER RAZA)

Dy. Director (Estab)

Copy to :

- Account Section (RMA).. alongwith bill No.40186 dated 16.07.2019, & copy of approval
- Director (Accounts-Zone) concerned--The amount of the respective project be refunded, please.
- Account Section (AP/GOP)
- Audit Section NHA, HQ
- Office Copy
- Firm/Workshop Concerned

O/C

NATIONAL HIGHWAY AUTHORITY

ADMN WING (ESTABLISHMENT)

(Transport Section)

PAID

File No. 72(870)/NHA/Estab/Tpt/18/

Sheet No. (21)

Subject: **REPAIR/MAINT OF VEHICLE NO. GAF-870 (TOYOTA COROLLA) MODEL, 2018 DETAILED WITH SECRETARY NHA HQ**

Reference: **PUC** (Defect Report)

Vehicle No. GAF-870 (Toyota Corolla) detailed with Secretary NHA, which as covered 12408-Kms so far. As approved vide defect report "**PUC**", necessary work order was issued to M/s Toyota GT Motors Islamabad for repair/maint., As MVE has recommended, its **Engine Oil, Oil Filter** vide defect report (**PUC**), which are required detail checkup/rectification.

02. After doing the needful by M/s Toyota GT Motors Islamabad submitted their original Bill No.40186 dated 16.07.2019 amounting to Rs.4,863/- duly signed by the Officer/Driver concerned is placed in the file.

03. On return from workshop the vehicle was re-examined by the Motor Vehicle Examiner (MVE) and found satisfactory.

04. Director (Estab) is competent to approve expenditure upto 0.050 Million as per Chapter-III, (Table:III-12) (Delegation of Powers) of NHA Code-2005, copy place at "**F/B**".

05. It is therefore, requested that an amount of Rs.4,863/- (Rupees Four Thousand Eight Hundred Sixty Three Only) may be approved in favour of M/s Toyota GT Motors Islamabad, (Authorized Toyota Motors Workshop) out of (**M-2/RMA**) funds.

06. Submitted for approval of Director (Establishment), please.

Supdt. (Tpt)

Assistant(R&M)

27/08/2019

07. Para-05/N(Rs 4,863/-) is submitted for approval of Dir(Estab), pl.

DD(Estab)

DD(E)

27/8/19

8.

Para S/N

approved as

DD(Estab) proposed.

Muham 3/9/19



TOYOTA GT MOTORS SALES TAX INVOICE



GST Inv # 539

Bill #: 40186

Date: 16/07/2019

Ref A/C: 7209001

Bank A/c #: 4,863.00

Bank Alfiah Tarnol

Vendor Code #: 30080130

Customer ID: 7204166 Customer: NATIONAL HIGHWAY AUTHORITY

Address: H#-, ST/RD=, ST/BLOK/MHLA=SECTOR G-9/1, City=ISLAMABAD

Buyer's GST #: Buyer's NTN# 2678837-3

Seller's NTN#: 3144628-7

Contact#: 051-9032536 RO #: 109161 Mileage: 14195

Seller's GST#: 2302870300128

Estimate: 0 W.O Ref:

Surveyor's Name:

Vehicle Company: TOYOTA Reg #: GAF-870

Suv. Contact:

Model: GLI 1.3 M/T Engine Type 2NZ-FE

Ins. Contact:

Model Code #: NZE170R-GEMNKP Chasis #: NZE170- 4163491

Loss #:

Description	Qty	Price
Labour		
ENGINE OIL & FILTER CHANGE		300
Spares		
OIL FILTER	1	1,248
Lub Oil		
OIL 4LTR	1.00	2,581
Parts Sublet		
BATTERY WATER		68

Extra Repairs
Suggested

Service Advisor: Usman

Checked By:

Bill Received Name:

Signature:-

Total Labour	300	Parts Sublet	68
Labour Sublet	0	Labour Dis.	0
Service Tax 5% on Labour	15	Parts Dis.	0
Total Spare+Lub Exc. GST	3,829	17% GST on parts	651

In Words:- (RUPEES FOUR THOUSAND EIGHT HUNDRED SIXTY-THREE ONLY)

Final Amount: 4,863

Effective July 01, 2019 Auto Parts fall under 3rd Schedule of Sales Tax Act 1990.

Invoice issued vide SRO # 495(1) 2016 under classification code 98.20(Tax on Services) Islamabad Capital Territory Ordinance 2001

NOTE: NEXT SERVICE WILL BE DUE AT

0 KM.

VEHICLE MUST BE AVAILABLE WITH IN SEVEN DAYS IF DEFECT PERSISTS.

Signature:-

for

The work has been
Carried out. JAME

NATIONAL HIGHWAY AUTHORITY

(ADMINISTRATION WING)

TRANSPORT SECTION

No.72(1)/NHA/Estab./Tpt/Repair/TGT/19/88

Dated:- 01/07/2019

To,

M/s: Toyota Gen. T. Motors

Islamabad

1

SUBJECT: REPAIR/MAINTENANCE OF VEHICLE NO:- GAF-870 (T. Corolla)

1. I am directed to say that the vehicle noted above has developed the following defects and is being sent to your Workshop for necessary Repair/Maintenance and replacement of parts (If any)

(1) Engine Oil, Oil Filter.

(2)

(3)

(4)

(5)

2. You are therefore requested to remove the defect (s) mentioned above satisfactorily and send the bill to this office immediately for payment.

3. Please also intimate the workshop IN & Out Timing and Meter Reading of the above mentioned vehicle to the Transport Section and hand over the bill and salvage (Old parts) to driver concerned.

4. You are required to forward prior estimate if the expenditure is over Rs.25,000/-

(Tanweer Raza)

Dy. Director (Estab)

NHA Islamabad

S.A. Khan

NATIONAL HIGHWAY AUTHORITY

ADMN WING (ESTABLISHMENT)

(Transport Section)

File No. 72(870)/NHA/Estab/Tpt/19/

Sheet No. _____

Subject: **REPAIR/MAINT OF VEHICLE NO. GAF-870 (TOYOTA COROLLA) MODEL, 2018 DETAILED WITH SECRETARY NHA HQ**

Preceding Paras Referred.

09. As approved by Director (Estab) vide para 08/N, draft Sanction Memo amounting to Rs.4,863/- (Rupees Four Thousand Eight Hundred Sixty Three Only) against Bill No.40186 dated 16.07.2019 for repair/maint. of subject vehicle in favour of M/s Toyota GT Motors Islamabad, is placed in the file for signature, please.

Supdt (Tpt.)

Law
24/07/19
Assistant (R&M)

DD (Estab)

M.

Signed

34/9

30/07/19

NATIONAL HIGHWAY AUTHORITY

Admn Wing (Transport Section)

EAT
P-306

VEHICLES FAULTS REPORT

Vehicle No GAF-870 Make / Type T-corralla Model 2018
 Detailed with: Name Speed Ahmed Malik Designation: Secretary NHA
 Name of Driver Munawar Hussain Contact No 0336-5382745
 Present Meter Reading 12408 Meter Reading at the time of last such
 repair / maintenance _____ Date _____ Head of
 Account / Project of Vehicle Shifted from Project.

Defect / Faults reported by the Driver / User

1. Engine oil leak
2. Oil leak
3. Oil leak
4. Oil leak
5. Oil leak
6. Oil leak

Name of Officer / PS / PA PA to Secy Driver's Name Munawar Hussain
 Designation: PA to Secy Signature Munawar
 Signature [Signature] Date 25-6-19
 Date 25-6-19

Recommendations of Motor Vehicle Examiner

Sr. No.	Description / Fault	Recommended / Not Recommended	Remarks
1.	Engine oil leak	<u>[Signature]</u>	<u>[Signature]</u>
2.	Oil leak	<u>[Signature]</u>	
3.	Oil leak	<u>[Signature]</u>	
4.	Oil leak	<u>[Signature]</u>	

PAID

Signature [Signature]
 Name Munawar
 Date 25/6/19

Recommendation of Superintendent (Transport) on the recommendations of Motor Vehicle Examiner.

AD (Transport)

Deputy Director (E-I)

Director (Establishment)

Signature

Name

Date