 **OLABISI ONABANJO UNIVERSITY**

**COLLEGE OF ENGINEERING &ENVIRONMENTAL STUDIES**

**IBOGUN CAMPUS**

**INTERNAL MEMORANDUM**

**From:** Adebayo Sikiru A. **To:** The Chief Medical Director, OSUTH

Through: The DVC Academics

**Date:** 28th July, 2021 Through: The Dean of Engineering.

Sir,

**NOTIFICATION OF THE BANK DETAILS**

I write to notify you of the bank account details to be used for the Fabrication and installation of Storage Tanks at OSUTH. The bank details are as following:

Name: ADEBAYO Sikiru A., Bank: First Bank of Nigeria, Acct.: 3101320420.

Thank you, sir.

……………………………….

**ADEBAYOSikiruA.**

**OLABISI ONABANJO UNIVERSITY**

**COLLEGE OF ENGINEERING &ENVIRONMENTAL STUDIES**

**IBOGUN CAMPUS**

**INTERNAL MEMORANDUM**

**From: Adebayo Sikiru A.**  **To:** The Vice Chancellor

Though: The Provost, CEES

Through: The Dean of Engineering

**Date:** 29th July, 2021 Through: The HOD, Mechanical Engrg. Dept.

Sir,

**REQUEST FOR REINMBUSEMENT OF N175,000 FOR THE EQUIPMENT PURCHASED**

I write to request for the sum of N175,000 (One hundred and seventy-five thousand naira only) for the equipment (Maxmech BX1 630-1 Welding Machine [N140,000] and 9” Bosch Angle Grinding Machine [N35,000]) purchased when the existing one got burnt/damaged during the fabrication of storage tank handling equipment and the installation of five (5) storage tank in Anatomy Department, Sagamu. These was done to avoid delay and speed up the preparation for the accreditation required equipment in the Anatomy Department, Sagamu. Copies of the receipt is attached.

My account details: First Bank of Nigeria, Account No – 3101320420.

Thanks for your consideration, Sir.

**Adebayo Sikiru A. (OOU/NAS/P.1054)**

**(Technologist I)**

 **OLABISI ONABANJO UNIVERSITY**

**COLLEGE OF ENGINEERING &ENVIRONMENTAL STUDIES**

**IBOGUN CAMPUS**

**INTERNAL MEMORANDUM**

**From:** Adebayo Sikiru A. **To:** The Chief Medical Director, OSUTH

Through: The DVC Academics

**Date:** 28th February, 2022 Through: The Dean of Engineering.

Sir,

**RE: FABRICATION AND INSTALLATION OF SIX (6) FORMALIN STORAGE TANKS**

I write to inform you of the update of the fabrication and installation of the Formalin Storage Tanks at OOUTH that:

1. The six (6) formalin tanks fabricated and supplied,
2. The Handling equipment fabricated and supplied,
3. The excavations for the installation is completed,
4. The excavation for the soak-away commenced was stopped due to the water logged discovered during the excavation that prevented us from going further, the same was reported to the Chief Medical Director and the Hospital Engineer.

The water logged discovered would not be able to withstand the blocked wall approved quotation, in order to prevent collapse of the soak-away block wall within a short period. In view of our discussion with the Hospital Engineer and the Chief Medical Director, the concrete wall would be the best option for the run off waste water to be discharge from the storage tanks.

1. Also, the inflation on the cost of the materials affected some of the approved quotations, the variations would be presented along with that of the concrete soak-away in order to do the installation and complete the concrete soak-away tank.

Thank you, sir.

……………………………….

**ADEBAYO Sikiru A.**

 **OLABISI ONABANJO UNIVERSITY**

**COLLEGE OF ENGINEERING &ENVIRONMENTAL STUDIES**

**IBOGUN CAMPUS**

**INTERNAL MEMORANDUM**

**From:** Adebayo Sikiru A. **To:** The Chief Medical Director, OSUTH

Through: The DVC Academics

**Date:** 28th December, 2021 Through: The Dean of Engineering.

Sir,

**ACKNOWLEDGE THE RECEIPT OF N………………………….**

I write to acknowledge the receipt of N…………………… ( ) as the second part payment for the fabrication and installation of the formalin storage tanks (6) on the …………, 2021.

Thank you, sir.

……………………………….

**ADEBAYO Sikiru A.**