



MAHATMA GANDHI UNIVERSITY, KERALA

Abstract

Administration - Repairing of the University vehicle No. KL 05 AM 2113 - Payment of Rs.6,000/- to M/s Shakthi Automobiles & Tractors, Varissery, Kottayam - Sanctioned - Orders issued.

ADMINISTRATION B 5 SECTION

No. 9245/AD B 5/2026/MGU

Priyadarsini Hills, Dated: 23.10.2026

Read:- 1. Work Order No.39347/AD B5/2/2019/AD B5 dtd 01.10.2026.

2. Invoice No: 9048 dtd 03.10.2026, received from Shakthi Automobiles & Tractors, Varissery, Kottayam.

ORDER

As per paper read (1) above, M/s Shakthi Automobiles & Tractors, Varissery, Kottayam was entrusted with the repairing works of the vehicle KL 05 AM 2113 (Bus). After completing the repairing works, the firm vide paper read as (2) above has forwarded the invoices for Rs.6,000/- for effecting the payment. The Selection Grade driver of the University has certified that the work has been completed satisfactorily as per work order. Estate Officer has also countersigned in the invoices. Details are entered in the History Register of the above vehicle on page number 117.

Sanction has therefore, been accorded by the Joint Registrar -1 (Administration) to pay a sum of **Rs.6,000/- (Six Thousand Only)** mentioned in the invoice through online transfer to Shakthi Automobiles & Tractors, Varissery, Kottayam towards the repairing charges of the vehicle KL 05 AM 2113 (Bus) in full settlement of the claim.

The Expenditure shall be debited to the Head of account "22 101 06 - Vehicle maintenance" provided in the Budget Estimates of the University for the current financial year. Concurrence of the finance branch has been obtained, in this regard.

The account details of the firm are attached below :

Beneficiary Name : Shakthi Automobiles & Tractors

Beneficiary's Bank Name : State Bank Of India

Account Number : 40997830392

IFSC No : SBIN0070102

Branch Address : Kottayam, Main Branch

Orders are issued accordingly.

JUBIN JOHNS

ASSISTANT REGISTRAR IX ADMIN
For REGISTRAR

Copy To

1. PS to VC
2. PA to Registrar / Finance Officer
3. Joint Registrar 1 (Admin) / Estate Officer / Assistant Registrar 9 (Admin)
4. Audit 1,5 / General Cash / Ad D Sections
5. Joint Director, Kerala State Audit Department (O/o MGU Campus)
6. IQAC / University Website
7. Records section