

06.11.2024

OUR REF : TP 1024-8314

**MS FIRST CAPITAL INSURANCE LIMITED**

36 Robinson Road #16-01

City House

Singapore 068877

**Attn: Motor Claims Department**

Dear Sir,

**ACCIDENT INVOLVING VEHICLE: SMD3681P & SHB3268U O 19.10.2024**

We are the authorized repair workshop for the owner of motor vehicle no: **SMD3681P**, which was involved in the above captioned accident with your insured vehicle: **SHB3268U**. The vehicle owner has requested and authorized us to assist him in presenting the claim against the party responsible for the damage to the vehicle.

As the accident was caused by the negligent act of your insured driving, we are submitting these claims for your consideration on behalf of the owner/claimant.

|     |  |           |                 |
|-----|--|-----------|-----------------|
| 01) | Cost of Repair (incl gst)                          | \$        | 2,118.23        |
| 02) | Reimbursement - Loss of Use (02 days x \$150/days) | \$        | 300.00          |
|     |  | <b>\$</b> | <b>2,418.23</b> |

We enclosed herewith the following documents to support the claims:-

- a) Letter of Authorisation / GIA report(s) / Insurance Certificate, etc...
- b) Final Tax Invoice

Kindly look into the matter and let us hear from you on the settlement of our customer's claims as soon as possible.

**Please note that it is a condition of any settlement reached that it shall be without prejudice to any personal injury claim (if any) of the owner/claimant.**

Thank you  
Yours faithfully

Annie  
Progressive Car Care Pte Ltd  
Email: [claims@procarcare.com.sg](mailto:claims@procarcare.com.sg)



**PROGRESSIVE**  
CAR CARE PTE LTD

Progressive Car Care Pte Ltd

(Co. Reg. No. 201006949C)

Blk 3022A Ubi Road 1 #01-45/ 46 S408716

T: +65 6741 5336 | F: +65 6741 7208

E: claims@procarcare.com.sg

W: www.procarcare.com.sg

06/11/2024

Date :

TP1024-8314

Our Ref :

I / We NG TUCK CHYE Nric No S1697430G

Residing at 5 SALAM WALK SINGAPORE 467153 owner of  
SMD3681P

Vehicle No \_\_\_\_\_ hereby authorize PROGRESSIVE CAR CARE PTE LTD at

Blk 3022A Ubi Road 1 #01-45/46 Singapore 408716 to resolve the above matter.

In respect of this authorization, I / We confirmed to accept whatsoever settled or agreed by them

and also agreed that all Payments include Loss of Use to make in favour of

PROGRESSIVE CAR CARE PTE LTD.

I / We am/are fully aware that all settlement made in respect of the accident occurred on

19/10/2024 Along / at JALAN LIMAU BALI will be full and

Final discharge of the claims inclusive of damages, loss of use etc.

SIGNATURE OF OWNER

**DISCHARGE RECEIPT**

CLAIM REFERENCE : D24009288MFCT/CCPL  
ACCIDENT DATE : 19/10/2024  
ACCIDENT LOCATION : 49 JALAN LIMAU BALI  
INSURED : CITYCAB PTE LTD  
INSURED DRIVER : NEO LIAN TIONG  
INSURED VEHICLE : SHB3268U  
INVOLVED PARTY : SMD3681P  
SETTLEMENT SUM : \$2,300.00

I/We, the undernoted CLAIMANT being the person/entity entitled to receive the compensation in relation to the accident, hereby agree to accept the SETTLEMENT SUM as full and final settlement of all claims for damages, costs & disbursements arising out of the ACCIDENT, and I/WE also agree that the said settlement sum:

1. is paid without admission of liability on the part of MS First Capital Insurance Limited and/or its INSURED and/or its INSURED DRIVER in respect of the said loss and for damage whether now or hereafter to become manifest,
2. is accepted by me/us to the intent that the said MS First Capital Insurance Limited and /or its INSURED and/or its INSURED DRIVER be absolutely and finally discharged from all claims whatsoever which I/WE now or hereafter may have arising out of or connected with or traceable to the said accident.

I/WE acknowledge that this DISCHARGE RECEIPT is not to be construed as an admission of liability on the part of MS First Capital Insurance Limited and/or its INSURED and /or its INSURED DRIVER and it shall not be used as evidence in any claims or actions which may be made against them or any of them.


CLAIMANT: NG TUCK CHYE

Signature and Date :

  
06/03/2025

WITNESS :

Signature and Date :

  
**PROGRESSIVE CAR CARE PTE LTD**  
Blk 3022A Ubi Road #01-45/46  
Singapore 408716  
Tel: 6741 5336 Fax: 6741 7208  
Email: claims@proccarcare.com.sg  
6/3/25

# Progressive Car Care Pte Ltd

Blk 3022A Ubi Road 1 #01-45/46 Singapore 408716

TEL: 6741 5336 FAX: 6741 7208

Email: claims@procarcare.com.sg

GST REG NO: 201006949C Company Reg No: 201006949C

## MS FIRST CAPITAL INSURANCE LIMITED

6 Raffles Quay

#21-00

Singapore 048580

Tel: 62222311

Fax: 62223547

Attn: Motor Claim Department

Your Ref No: TP 1024-8314

Claim Type: Third Party

Accident Date: 19 October 2024

TP Veh Reg No: SHB3268U

Claim No: EST1511940

No: PS1508963

Date: 06 Nov 2024

Policy No: 7220057604-02

Veh Reg No: SMD3681P

Make/Model: TOYOTA PRIUS PLUS (AUTO)

Chassis No: JTDZS3EUX0J029997

Engine No: 2ZR0C11783

Reg. Date: 16 Aug 2018

## Final Repair Bill: SMD3681P

| Description   | Unit Price | Quantity | List Price<br>SGD | Amount<br>SGD |
|---|------------|----------|-------------------|---------------|
| <b>List Price</b>   |            |          |                   |               |
| 1 SIDE MIRROR HOUSING WITH MOTOR - LH   | 1,807.10   | 1 PC     | 1,807.10          |               |
| 2 SIDE MIRROR OUTER COVER - LH  | 184.00     | 1 PC     | 184.00            |               |
|   |            |          | 1,991.10          |               |
|   |            | Less 25% | -497.77           | 1,493.33      |
| <b>Labour</b>   |            |          |                   |               |
| 3 TO KNOCK OUT DENTS ON DOOR, REMOVE, REFIT DOOR TRIM TO REPLACE SIDE MIRROR ASSY - LH- | 150.00     | 1 JOB    | 150.00            |               |
| 4 TO RESPRAY PAINT ON SIDE MIRROR COVER, DOOR LH-                                       | 280.00     | 1 JOB    | 280.00            |               |
| 5 TO CHECK WIRING-  | 20.00      | 1 JOB    | 20.00             |               |
|   |            |          |                   | 450.00        |
| Total   |            |          |                   | 1,943.33      |
| Add GST @ 9%  |            |          |                   | 174.90        |
| Total Amount Payable SGD  |            |          |                   | 2,118.23      |

**SINGAPORE DOLLAR TWO THOUSAND ONE HUNDRED EIGHTEEN AND CENTS TWENTY THREE ONLY**

PROGRESSIVE CAR CARE PTE LTD  
Blk 3022A Ubi Road #01-45/46  
Singapore 408716  
Tel: 6741 5336 Fax: 6741 7208  
Email: claims@procarcare.com.sg

AUTHORISED SIGNATURE



**Progressive Car Care Pte Ltd**  
(Co. Reg. No. 201006949C)  
Blk 3022A Ubi Road 1 #01-45/ 46 S408716  
T: +65 6741 5336 | F: +65 6741 7208  
E: [claims@procarcare.com.sg](mailto:claims@procarcare.com.sg)  
W: [www.procarcare.com.sg](http://www.procarcare.com.sg)

To Accounting/Finance Department:

Please see below for the payment details of Progressive Car Care Pte Ltd.

**Company Details**

|                 |   |
|-----------------|---|
| Company Name    | Progressive Car Care Pte Ltd                    |
| Company Reg No. | 201006949C                                      |
| Address         | Blk 3022A Ubi Road 1 #01-45/46 Singapore 408716 |
| Contact No.     | 67415336  |

**Bank Transfer Details**

|                               |  |
|-------------------------------|--|
| Beneficiary                   | Progressive Car Care Pte Ltd   |
| Bank Name                     | OCBC   |
| Bank Branch                   | North (695)  |
| Bank Address                  | 460 North Bridge Road #01-00, Singapore 188734                             |
| Bank Code                     | 7339   |
| Branch Code                   | 695  |
| SWIFT Code                    | OCBCSGSG   |
| Bank Account No.              | 695235432001   |
| Currency                      | SGD  |
| Remittance Attention to Email | <a href="mailto:accounts@procarcare.com.sg">accounts@procarcare.com.sg</a> |

**Paynow Corporate Details**

|                |                              |
|----------------|------------------------------|
| Company Name   | Progressive Car Care Pte Ltd |
| UEN for Paynow | 201006949C                   |

Warm regards,

Dawn Wang

Manager





## Daphne Lee (LKK Auto)

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**From:** Joanne Yong Lai Fong <JoanneYong@msfirstcapital.com.sg>  
**Sent:** Wednesday, 12 February 2025 3:28 PM  
**To:** Daphne Lee (LKK Auto)  
**Cc:** Admin A  
**Subject:** RE: (Our Ref: D24009288MFCT/CCPL) SMD 3681P & SHB 3268U (DOA: 19/10/2024)  
\*\*\* LKK REF: CD/FCI24100388/Uma3

Dear Daphne,

Apologies for delay.

Pls proceed as per your email below.

Thanks, and regards,

Joanne Yong  
Motor Claims

MS First Capital Insurance Ltd | 16 Raffles Quay #42-01 Hong Leong Building Singapore 048581 | [TEL: 6359 1823](tel:63591823) | Fax No. : 6223 0541 | Company Regn. No. 195000106C

A Member of **MS&AD** INSURANCE GROUP

**Personal Data Protection Act 2012 ("PDPA"):**

Under the PDPA, there are various requirements that regulate the processing of your personal data.  
Please refer to [www.msfirstcapital.com.sg](http://www.msfirstcapital.com.sg) for details of PDPA Personal Data Collection Statement.

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**From:** Daphne Lee (LKK Auto) <daphnelee@lkkauto.com>  
**Sent:** Friday, 29 November 2024 11:21 am  
**To:** Joanne Yong Lai Fong <JoanneYong@msfirstcapital.com.sg>  
**Cc:** Joanne Tan Jo Ann <joannetan@msfirstcapital.com.sg>; Admin A <admin-a@lkkauto.com>  
**Subject:** RE: (Our Ref: D24009288MFCT/CCPL) SMD 3681P & SHB 3268U (DOA: 19/10/2024) \*\*\* LKK REF: CD/FCI24100388/Uma3

EXTERNAL EMAIL - This email was sent by a person from outside your organization. Exercise caution when clicking links, opening attachments or taking further action, before validating its authenticity.

Dear Joanne,

Your Ref: D24009288MFCT/CCPL

We refer to the above matter and your email below.

**ACCIDENT INVOLVING SMD 3681P AND SHB 3268U ON 19/10/2024**

We have highlighted to your good office on 22/10/2024 of Third-Party's request to do Direct Settlement with our Principal, MS First Capital Limited.

It is an accident under BOLA:26. OID'S PASSENGER OPEN REAR DOOR RH HIT ONTO TP GOING STRAIGHT.

Basing on the report of the circumstance of the accident, we propose to settle third-party claim at 100% liability.

Summary to offer to repairer **PROGRESSIVE CAR CARE PTE LTD** is as follows: -

|                                    | Claimed Amount     | Revised Amount                |
|------------------------------------|--------------------|-------------------------------|
| 1. Cost of Repair                  | \$ 2,394.35        | \$ 2,118.23 (P/P) (w/GST)     |
| 2. Loss of Use (2 days x \$150.00) | \$ 300.00          | \$ 200.00 (2 days x \$100.00) |
| <b>Total</b>                       | <b>\$ 2,694.35</b> | <b><u>\$ 2,318.23</u></b>     |

\*2 days recommendation for repair.

Relevant supporting claim documents are attached herewith for your perusal and reference.

Kindly note that this inspection report dated 25/11/2024 is only for mandate purpose.

**The above is for your approval please.**

Thank You.

Best Regards,

**Daphne Lee (Ms)** | Case Handler

Third Party Direct Settlement

**LKK Auto Consultants Pte Ltd**

Phone: 6841 2157 | Email: [DaphneLee@lkkauto.com](mailto:DaphneLee@lkkauto.com)

HQ : Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #01-25 | S(408933)

**From:** Joanne Yong Lai Fong <[JoanneYong@msfirstcapital.com.sg](mailto:JoanneYong@msfirstcapital.com.sg)>

**Sent:** Thursday, 7 November 2024 9:07 AM

**To:** assignments <[assignments@lkkauto.com](mailto:assignments@lkkauto.com)>; Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>

**Cc:** Joanne Tan Jo Ann <[joannetan@msfirstcapital.com.sg](mailto:joannetan@msfirstcapital.com.sg)>

**Subject:** RE: New Assignment (Our Ref: D24009288MFCT/CCPL)

Dear LKK AUTO,

Pls proceed for direct settlement and seek mandate from us.

Thanks, and regards,