

M/s Qatar Detergent Company WLL
 Street No: 10, Gate No: 23, Industrial Area, Doha Qatar
 Tel: +974-44238777 | Fax: +974 44601921

No: QDCPM006-0223

PURCHASE MEMORANDUM

Date : 20-Feb-2022

BASIC DETAILS		IF CAPEX, NATURE OF CAPEX		LAST PURCHASE	
Item / Asset Title	: Caustic Soda Solution	a) Expansion	<input type="checkbox"/>	b) Capacity enhancement	<input type="checkbox"/>
Type of Item / Asset	: Raw Material	c) Cost reduction	<input type="checkbox"/>	d) Replacement	<input type="checkbox"/>
Department	:	e) Office equipments	<input type="checkbox"/>	f) Furniture & Fittings	<input type="checkbox"/>
Type of expenditure	: Capital <input type="checkbox"/> Revenue <input checked="" type="checkbox"/>	g) Others (specify)	<input type="checkbox"/>		
		Note: Pls attach feasibility study if a /b/ c is/are applicable.			
		Supplier name	: Muntajat	COO :	: Qatar
		Total value	: 110,838 QAR/-	Rate	: 1,055.6 QAR/MT
		Total Qty	: 105 MT		
		Pur. Memo. No	: QDCPM009-1222	Date	: 7-Dec-2022

Raw Material Purchase.

RISKS/ CONCERNS/ NON-COMPLIANCE OF SOPs or POLICY

Supplier is asking for 100% advance without bank guarantee. We were dealing with them before 4 years for many orders without any issues.

QUOTED SUPPLIER(S) DETAILS														
No	Party Name	Country of Origin	Shipment Term	Currency	Quoted rate	Negotiated rate	Exchange rate	Rate in Qr	Quantity MT	Total - Qr	Payment Mode	Remarks	Addtl.(Cost)/Savings Vs Last Purchase- Qr	(Cost)/5%
1	Muntajat	Qatar	DDP	QAR	1,055.60	1,055.60	1.00	1,056	84	88,670.40	TT 100% Advance		0.00	0.00
2	KU	Qatar	DDP	QAR	1,278.00	1,278.00	1.00	1,278	84	107,352.00	30 Days Inv			

* All the supported quotations should be attached

RECOMMENDED SUPPLIER DETAILS									
Party Name	Country of Origin	Shipment Mode	Shipment Term	Negotiated rate	Exchange rate	Rate in Qr	Quantity MT	Total - Qr.	Payment Mode
Muntajat	Qatar	Road	DDP	1,055.60	1.00	1,055.60	84	88,670.40	As per above
Supplier selection criteria(s) :									
Better quality <input type="checkbox"/> Lowest bidder <input checked="" type="checkbox"/> Reputed supplier <input type="checkbox"/> Others (specify) <input type="checkbox"/>									

BUDGET DETAILS				
Particulars		Amount (QAR)		
Budgeted value for the requested Capex/expense				
Budget utilized till last purchase				
Balance available for this purchase				
Proposed as per this purchase memorandum				
Surplus/(Deficit)				

AUTHORIZATION / APPROVAL

Muntajat Executive Purchase 22/02/2023	Mohamed Nabli Purchase Manager 22/02/2023	Tang Afa Management Accountant 22/02/2023	belal Ayyubi Manager Finance 22/02/2023	Hamdy Abou Al Qasim General Manager 23/02/2023
--	---	---	---	--