

**PURCHASE ORDER**



M/s. Govind Milk and Milk Products Pvt. Ltd.  
India

Date 28<sup>th</sup> July 2022

Ref. No. USB/2022/370

Dear Mr. Umesh,

With reference to your email dated 20<sup>th</sup> July 2022, we hereby confirm placing an order as follows:-

Sl.	Description of Item	Unit	Quantity MT	Unit Price (MT)	Total Price (USD) CIF, Doha
01	Unsalted Butter	MT	25	5,450	136,250
Total USD - CIF, Hamad Port					136,250

Shipment : During Oct 2022  
Delivery Term : CIF Hamad Port  
Payment : Cash against documents

**Documents required:-**

1. Commercial Invoice in company's letterhead issued from the country originating shipment duly attested by Chamber of Commerce (manually signed and ink stamped) and legalized by Qatar Embassy. ✓
2. Packing List showing number of bags, packages, net & gross weight etc. ✓
3. Certificate of Origin issued from the country originating shipment mentioning invoice number, description, weight etc. (manually signed and ink stamped) duly legalized by Qatar Embassy. ✓
4. Complete set of Original Bills of Lading consigned to Ummsaid Bakery, P.O. Box 1444, Doha, Qatar mentioning 14 days detention free for clearance. ✓
5. Health Certificate issued by competent authority mentioning invoice number, production/expiry dates, quantity etc. duly legalized by Qatar Embassy. ✓
6. Certificate of Analysis / Certificate of Compliance ✓
7. Product Data Sheet ✓
8. Insurance certificate / policy for 110% of invoice value covering all risks from warehouse to warehouse mentioning claim payable if any in Qatar and Qatar Insurance agent's details. ✓

**Additional condition:**

-The production and expiry date to be printed directly on the packaging.

We look forward to receiving your date of dispatch confirmation.

Best regards

*Hamed Bushra*  
Hamed Bushra  
Group Head – Procurement & Public Relation

Umm Said Bakery P.O.Box: 1444																			
PURCHASE MEMORANDUM					Date : 24-07-2022														
<b>BASIC DETAILS</b> Item / Asset Title : Unsalted Butter Type of Item / Asset : Raw Material Department : Bakery - Production Type of expenditure : Capital <input type="checkbox"/> Revenue <input checked="" type="checkbox"/>					<b>EXPANSION / IMPROVEMENT OF CAPACITY</b> a) Expansion <input type="checkbox"/> c) Cost reduction <input type="checkbox"/> e) Office equipments <input type="checkbox"/> g) Others (specify) <input type="checkbox"/>					<b>REPLACEMENT / FURNITURE &amp; FITTINGS</b> b) Capacity enhancement <input type="checkbox"/> d) Replacement <input type="checkbox"/> f) Furniture & Fittings <input type="checkbox"/>					<b>LAST PURCHASE</b> Supplier name : Govind Milk and Milk Products Ltd COO: India Total value : USD. 288,750/- Rate : USD 5,775/MT Total Qty : 50,000 Kg Pur. Memo. No : USB/2022/277 Date : 4/18/2022				
Note: Pls attach feasibility study if a/b/c is/are applicable.																			
<b>REASON/OBJECTIVE OF THIS PURCHASE</b> 1- Unsalted butter is required for production of Butter Bread, Fruit Roll, Sweet Puff, Brioche Bun & Mini Milk Samona. 2- Order quantity will be sufficient for approx. 7 months' consumption. Shelf life of this product 24 Months. However, during recent shipments we have faced issues with the ports health depart. while clearing shipments which have more than 1 year shelf life. Therefore, this shipment will be shipped with labeling of 1 year shelf life on it. 3- There is a price advantage of USD 8,125/MT equivalent to approx. QAR 29,900/- (approx. 5.62%) as compared to last purchase.																			
<b>RISKS/CONCERNS/NON-COMPLIANCE OF SOPs or POLICY</b>																			
<b>QUOTED SUPPLIER(S) DETAILS</b>																			
No	Party Name / Description	Country of Origin	Shipment Term	Currency	Quoted rate/MT	Registered rate/MT	Net Weight (kg)	Exchange rate	Quantity MT	Amount FC	Total - QAR	Payment Term / Mode	Remarks						
1	Govind Milk and Milk Products Ltd (SBH INTERNATIONAL FZC)	India	CIF	USD	5,450	5,450	20.10	3.68	25	136,250	501,400	Cash against documents	1-Cost QAR.11,000/- Container approx. for clearance, legalization, delivery order or any other/port shipping line charges has been considered in arriving at door to door cost calculation. 2-The above cost is indicative only. However actual will be paid by us at the time of clearance. 3-This is duty exempted. However in the event of rejection, 5% duty will be paid by us at the time of clearance. 4-Quantity Tolerance +/- 10% acceptable. 5-Partial delivery and Partial payment is acceptable. Sample arranged and quality approved. 6-Power supply charges for Reefer shipment is not considered and will be paid additionally.						
											Estimated cost of Clearance, legalisation etc		11,000						
											Estimated Total door to door cost		512,400						
3	AL Majid Jawad	New Zealand	Door del	QAR	27,000	27,000	27.00	1.00	25	N/A	675,000	90 Days Credit	Price advantage in ordering from Govind Milk and Milk Products Ltd.						
4	Valencia Trading	France	Door del	QAR	38,000	38,000	38.00	1.00	25	N/A	950,000	60 Days Credit	Price advantage in ordering from Govind Milk and Milk Products Ltd.						
* All the supported quotations are attached																			
<b>RECOMMENDED SUPPLIER DETAILS</b>																			
Party Name / Description	Country of Origin	Shipment Mode	Shipment Term	Registered Amount	Exchange rate	Quantity MT	Amount FC	Total - QAR	Payment Mode	Date of shipment	Date of arrival	Period of Completion							
Govind Milk and Milk Products Ltd (SBH INTERNATIONAL FZC)	India	Sea	CIF	136,250	3.68	25	136,250	501,400	As above	Approx 2 months from order	Approx 2-3 weeks from dispatch	N/A							
								Estimated cost of Clearance, legalisation etc		11,000									
								Estimated Total door to door cost		512,400									
Supplier selection criteria(s): Better quality      Lowest bidder      Reputed supplier      Others (specify)      ... Approved Quality																			
<b>BUDGET DETAILS</b>																			
Particulars      Amount (QAR) Budgeted value for the requested capex/ expense Budgeted utilized till last purchase Balance available for this purchase Proposed as per this purchase memorandum (Surplus/ (Deficit))																			
<b>AUTHORIZATION/ APPROVAL</b>																			
<div style="display: flex; justify-content: space-between;"> <div>             Khalid Wase              Officer - Procurement              7/25/2022           </div> <div>             Istafa Mohammad              Asst. Manager - Purchase              7/25/2022           </div> <div>             Tasyab Mohammad Azam              Senior Manager - Procurement              7/25/2022           </div> <div>             Sameer Mohammad              Senior Manager - Finance              7/27/2022           </div> <div>             Hamed Bushra              General Manager              7/28/2022           </div> <div>             Saheem Bhat              General Manager              7/28/2022           </div> <div>             Khaja Bahauddin              Asst. Vice President - Finance              7/28/2022           </div> <div>             Tarique Mohammad              Chief Executive Officer              7/28/2022           </div> <div>             Sheikh Mansoor              Board Member              7/28/2022           </div> </div>																			

# PURCHASE ORDER

Ummsaid Bakery Qatar

PO Box: 1444, Al Meena Street

Doha Qatar

Email: info@qbake.qa

Tel: 44415000 Fax: 44438137

كيوبيك  
Qbake

## PURCHASE ORDER DETAILS

PO No. 5550103726 PO Date 18/05/2023  
PO Amend No. Amend Date  
PO Status Open Type General  
Project Code Offer No  
Project Name Pur Group 126-Store

## TERMS & CONDITIONS

Pay Term CHQAFTERDELRY  
Currency USD  
Invoice To Ummsaid Bakery Qatar  
Pay Mode  
Import YES  
INCO Terms CIF-HAMAD PORT, QATAR  
Mode of Transport  
Partial Shipment Yes  
Transshipment  
Remarks USB-2022-370

## SUPPLIER DETAILS

Supplier Name GOVIND MILK & MILK PRODUCTS PVT LTD  
Supplier Code 20303416  
Contact Person VISHAL JAGTAP Contact Address GANESH SHERI, PANDHARPUR ROAD KOLKI  
Tel No. +971501601941  
Fax +971553774259 Country SATARA-Qatar  
Mobile  
Email vishal@sbhgroup.com

## ITEM DETAILS

S.No	PO Line	Item Code and Description	Sh.No	Need Date	UOM	Quantity	Unit Rate	Value
1	00010	100001436 - UNSALTED BUTTER - GOVIND	0001	30/06/2023	KG	15,000.00	5.45/1	81,750.00
2	00020	100001436 - UNSALTED BUTTER - GOVIND	0001	30/06/2023	KG	10,000.00	5.45/1	54,500.00

Gross Price 136,250.00

Grand Total 136,250.00

Amount in Words: Us Dollar One Hundred Thirty-Six Thousand Two Hundred Fifty and Zero cent Only

For Ummsaid Bakery Qatar

Delivery Address : Ummsaid Bakery Qatar

(Authorized Signatory)

Document Level Note :  
USB-2022-370

Created by: Vishnu Prasad

Approved By: Saheem Ahmed Bhat

Jun 11, 2023

3:25:16 PM

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