

Umm Said Bakery Dubai Branch

P.O Box: 393497, DIP 2, Dubai, U.A.E
Tel: +971 4 8833 303, Email: contact@rise-uae.ae

No: UBD/PM/2023/002

PURCHASE MEMORANDUM

Date : 27-Mar-2023

BASIC DETAILS		IF CAPEX, NATURE OF CAPEX				LAST PURCHASE			
Item / Asset Title	: Premium Bread Flour-2 (Dubai)	a) Expansion	<input type="checkbox"/>	b) Capacity enhancement	<input type="checkbox"/>	Supplier name	: Al Ghurair	COO :	U.A.E
Type of Item / Asset	: Raw Material	c) Cost reduction	<input type="checkbox"/>	d) Replacement	<input type="checkbox"/>	Total value	: 1,124,715 Dhs	Rate :	1.94 Dhs/kg
Department	: Bakery- Production	e) Office equipments	<input type="checkbox"/>	f) Furniture & Fittings	<input type="checkbox"/>	Total Qty	: 579,750 kg		
Type of expenditure	: Capital <input type="checkbox"/> Revenue <input checked="" type="checkbox"/>	g) Others (specify)	<input type="checkbox"/>			Pur. Memo. No	: UBD/PM/2022/046	Date :	28/12/2022

REASON/OBJECTIVE OF THIS PURCHASE

- 1) Premium bread flour-2 (NFM-Dubai) is required for the production of Slice Breads (partial quantity of 50% in application), Buns, Croissants & Confectionery products. Except Arabic bread.
- 2) Selected supplier "Al Ghurair " is the approved supplier due to the availability of the item & Quality approval based on the trials.
- 3) Quantity request through this PM is 450,000 Kg for consumption during a period of 3 months (APR-JUN 2023). Approximate average monthly consumption will be 150,000 kg.
- 4) Total Order quantity of flour is required for the production of all products except arabic bread is 260,000 kg per month (Dubai Flour - 150,000 kg & Arabic Flour - 110,000 kg), PM reference - UBD-PM-2023-003.
- 5) Lowest price.

RISKS/CONCERNS/NON-COMPLIANCE OF SOPs or POLICY

QUOTED SUPPLIER(S) DETAILS												
No	Party Name	Country of Origin	Shipment Term	Currency	Quoted rate	Negotiated rate	Exchange rate	Rate in AED	Quantity Specify UOM (kg)	Total - AED	Payment Term / Mode	Remarks
1	Al Ghurair Foods Jenan Baker Flour (Dubai) / Local Premium Flour-2	U.A.E	Door to door	AED	1.94	1.92	1.00	1.92	450,000	864,000	60 Days credit	1) 5% VAT amount is exclusive. 2) Approved supplier & Quality.
2	(IFFCO) Classic/Premium Flour-2	U.A.E	Door to door	AED	1.94	1.94	1.00	1.94	450,000	873,000	60 Days credit	1) 5% VAT amount is exclusive. 2) Approved quality, However going with 'Al Ghurair' due to the price advantage.
3	Astarta Hilal/Premium Flour-2	U.A.E	Door to door	AED	2.12	2.12	1.00	2.12	450,000	954,000	60 Days credit	1) 5% VAT amount is exclusive. 2) Poor quality
4	Grand Mills (Local Premium Flour-2)	U.A.E	Door to door	AED	2.20	2.20	1.00	2.20	450,000	990,000	60 Days credit	1) 5% VAT amount is exclusive. 2) Approved quality, However going with 'Al Ghurair' due to the price advantage.

* 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 AED	Quantity/ Volume-kg	Total - AED	Payment Mode	Date of shipment	Date of arrival	Period of completion
Al Ghurair Foods Jenan Baker Flour (Dubai) / Local Premium Flour-2	U.A.E	Ex-Stock	Door to door	1.92	1.00	1.92	450,000	864,000	60 Days credit	April-2023 onwards based upon our LPO schedule.	1-2 days from the date of receiving LPO.	Apr-Jun 2023.
							Total=	864,000				

Supplier selection criteria(s) :

Better quality Lowest bidder Reputed supplier Others (specify)

BUDGET DETAILS

Particulars	Amount (AED)	
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)	-	

Ajmal .	Shahid Malik .	Azeem .	Sameer Mohammed .	Abraham Puthaar .	Khaja .	Tariqee Mohammad .	Sheikh Mansoor .
Ajmal .	Shahid Malik	Azeem .	Sameer Mohammed	Abraham Puthaar	Khaja Bahauddin	Tariqee Mohammad	Sheikh Mansoor
Executive Purchase	Production Manager	Chief Accountant	Senior Manager • Finance	Dy General Manager	Asst. Vice President - Finance	Chief Executive Officer	Board Member
27/03/2023	27/03/2023	27/03/2023	28/03/2023	28/03/2023	28/03/2023	28/03/2023	28/03/2023

Ummsaid Bakery Dubai Branch

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No: UBD/PM/2023/003/R1

PURCHASE MEMORANDUM

Date : 27-Mar-2023

BASIC DETAILS		IF CAPEX, NATURE OF CAPEX				LAST PURCHASE			
Item / Asset Title	: Arabic Bread Flour	a) Expansion	<input type="checkbox"/>	b) Capacity enhancement	<input type="checkbox"/>	Supplier name	: Al Ghurair	COO :	U.A.E
Type of Item / Asset	: Raw Material	c) Cost reduction	<input type="checkbox"/>	d) Replacement	<input type="checkbox"/>	Total value	: 552,000 Dhs	Rate :	1.84 Dhs/kg
Department	: Bakery- Production	e) Office equipments	<input type="checkbox"/>	f) Furniture & Fittings	<input type="checkbox"/>	Total Qty	: 300,000 Kg		
Type of expenditure	: Capital <input type="checkbox"/> Revenue <input checked="" type="checkbox"/>	g) Others (specify)	<input type="checkbox"/>			Pur. Memo. No	: UBD-PM-2022-047	Date :	28/12/2022

Note: Pls attach feasibility study if a/b/c is/are applicable.

REASON/OBJECTIVE OF THIS PURCHASE

- 1) Arabic bread flour (Zein flour) is required for the production of Arabic breads (partial quantity of 50% in application), Buns, Croissants & Confectionery products & Slice breads.
- 2) Selected supplier "Al Ghurair" is the approved supplier due to the price advantage & quality approval.
- 3) Quantity request through this PM is 450,000 Kg for consumption during a period of 3 months (APR-JUN 2023). Approximate average monthly consumption will be 150,000 kg.
- 4) Total Order quantity of arabic flour is required for the production of arabic bread (Khubs) is 40,000 kg per month, Balance 110,000 kg arabic flour will be using for the production all other products. PM reference (UBD-PM-2023-002).
- 5) Lowest Price.

RISKS/CONCERNS/NON-COMPLIANCE OF SOPs or POLICY

No	Party Name	Country of Origin	Shipment Term	Currency	Quoted rate	Negotiated rate	Exchange rate	Rate in AED	Quantity Specify UOM (kg)	Total - AED	Payment Term / Mode	Remarks	
1	Al Ghurair Foods (Arabic Flour/Zein Flour)	U.A.E	Door to door	AED	1.84	1.84	1.00	1.84	450,000	828,000	60 Days credit	1) 5% VAT amount is exclusive. 2) Lowest price. 3) Approved supplier & Quality.	
2	IFFCO (Arabic Flour)	U.A.E	Door to door	AED	1.90	1.90	1.00	1.90	450,000	855,000	60 Days credit	1) 5% VAT amount is exclusive. 2) Approved supplier & Quality. However going with Al Ghurair is due to the price advantage.	
3	Astarta (Arabic Flour)	U.A.E	Door to door	AED	1.96	1.96	1.00	1.96	450,000	882,000	60 Days credit	1) 5% VAT amount is exclusive. 2) Poor quality	
4	Grand Mills (Arabic Flour)	U.A.E	Door to door	AED	2.00	2.00	1.00	2.00	450,000	900,000	60 Days credit	1) 5% VAT amount is exclusive. 2) Approved supplier & Quality. However going with Al Ghurair is due to the price advantage.	

* 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 AED	Quantity/ Volume-kg	Total - AED	Payment Mode	Date of shipment	Date of arrival	Period of completion
Al Ghurair Foods (Arabic Flour/Zein Flour)	U.A.E	Ex-Stock	Door to door	1.84	1.00	1.84	450,000	828,000	60 Days credit	April-2023 onwards based upon our LPO schedule.	1-2 days from the date of receiving LPO.	Apr-Jun 2023.
								Total=	828,000			

Supplier selection criteria(s);

Better quality Lowest bidder Reputed supplier Others (specify)

BUDGET DETAILS

Particulars	Amount (AED)	
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)	-	

Ajmal .
Ajmal .
Executive Purchase
27/03/2023

Shahid Malik
Production Manager
27/03/2023

Azeem .
Chief Accountant
27/03/2023

Sameer Mohammed
Senior Manager • Finance
28/03/2023

Abraham Puthoor
Dy General Manager
28/03/2023

Khaja Bahauddin
Asst. Vice President - Finance
28/03/2023

Tariqee Mohammad
Chief Executive Officer
28/03/2023

Sheikh Mansoor
Board Member
28/03/2023