

# Gulf United Real Estate Investments Company

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No: GUC/AMC/FFA/ST-38/05/03/2021/38

## SERVICE MEMORANDUM

### BASIC DETAILS OF SERVICE MEMO

Annual maintenance contract for fire protection system for street 38 labour accommodation and warehouse.

Date : 5-May-2020

### LAST PURCHASE/SERVICE MEMO

Supplier name : Global Alarms

Total value : QAR 7250 Rate : QAR 7,250/ Year

Contract Period : 1 Year (15-Mar-2020 to 14-May-2021)

Service Memo. : GUC/AMC/FFA/ST-38 Date : 20-Mar-20

Reason/Objective of this Service : It is a requirement from Qatar Civil Defense Department to have annual maintenance contractor for the fire protection system from certified service provider for Street 38 properties.

Department : Maintenance

Service Type : Renewal ☒ or New Service ☐

RISKS/CONCERNS/NON-COMPLIANCE OF SOPs or POLICY

QUOTED SERVICE PROVIDER DETAILS

Rate in Qr

Service Period 2 Years

Total - Qr.

Remarks

Any additional devices installation, replacement and programming will be quoted separately.

Notes:

1 Contract period is from 15-May-2020 to 14-May-2023 (2 years) and will automatically renew for subsequent periods unless the price increases.

2 Exist Clause: GUC reserve the right to terminate contract by providing one month written notice

\* All the supported quotations are attached herewith

RECOMMENDED SERVICE PROVIDER

Party Name

Shipment Mode

Shipment Term

Quoted rate

Exchange rate

Rate in Qr

Service Period In years

Total - Qr.

Payment

Quarterly upon receipt of invoice

Supplier selection criteria(s):

Better quality ☒ Lowest bidder ☒ Reputed supplier ☒ Others (specify) ☐

BUDGET DETAILS

Particulars

Budgeted value for the requested service/expense

Budget utilized till last purchase

Balance available for this purchase

Proposed as per this service memorandum

Surplus/(deficit)

The service memo is for QAR 13,600 for a two-year period beginning on 15-May-2021; however, QAR 4,250 is for the current year, and the remaining amount of QAR 9,350 will be added to the budget for subsequent years.

Amount (QAR)

14,500

(2,719)

11,781

(4,250)

7,531

Signature

Mohamed Salem

Executive Purchase

5/12/2021

Signature

Muhammad Ali Haq

Engineer - MEP

5/12/2021

Signature

Avanish Trivedi

Assistant Manager - Finance

5/12/2021

Signature

Muhammad Ali Haq

Senior Engineer

5/12/2021

Signature

Abdullah A. Khan

General Manager

5/12/2021

Signature

Abdullah A. Khan

Senior Manager - Finance

5/12/2021

Signature

Abdullah A. Khan

Chief Executive Officer

5/12/2021