

Gulf United Real Estate Investments Company

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SERVICE MEMORANDUM

No: GUC/AMC/FFA/05/24/2022/0036

BASIC DETAILS OF SERVICE MEMO

Nature Service: Two years maintenance contract for fire protection system for GUC residential properties & C-ring road office

Department: Maintenance

Service Type: Renewal ☒ or New Service ☐

Reason/Objective of this Service: In order to do preventive maintenance of fire protection system installed at residential properties in order to protect and alert from fire incident at GUC properties (Cascade I & II, Sapphire, Diamond, Ruby, Pearl garden, Emaan garden, Najma building & C-ring road office). Therefore, it is essentially required to continue renewal of AMC-fire protection system

Date: 16-May-2022

LAST PURCHASE/SERVICE MEMO

Supplier name: Fire Safety

Total value: Qr. 80,000

Rate: Qr. 40,000 per year

Contract Period: 2 years and 9 months (1-Sept-2019 to 31-Aug-2021) including free period: since 3 quarters service wasn't done during Covid period of 9 months

Service Memo: GUC/AMC/FFA/03/03 Date: 10-Jul-19

RISKS/CONCERNS/NON-COMPLIANCE OF SOPs or POLICY

QUOTED SERVICE PROVIDER DETAILS

No	Party Name	Country of Origin	Service Description	Currency	Quoted rate	Exchange rate	Rate in Qr	Service Period In Years	Total - Qr.	Remarks
1	Buzwair advanced		Annual maintenance contract for	QAR	30,000	1.00	26,000	2	52,000	
2	Thermal arabia		Fire protection System	QAR	30,000	1.00	27,000	2	54,000	
3	Global alarms			QAR	28,000	1.00	27,500	2	55,000	Any additional devices installation, replacement and programming will be quoted separately.
4	Fire safety			QAR	40,000	1.00	39,250	2	78,500	
5	Watania for fire			QAR	65,200	1.00	58,680	2	117,360	

* All the supported quotations are attached herewith

Notes:

- Contract period is from 1-June-2022 to 31-May-2024 (2 years) and will be automatically renewed for subsequent periods unless there is any change in price
- Exist Clause: GUC reserves the right to terminate contract by providing one month written notice

RECOMMENDED SERVICE PROVIDER

Party Name	Shipment Made	Shipment Term	Negotiated rate	Exchange rate	Rate in Qr	Service Period In Years	Total - Qr.	Payment
Buzwair advanced			26,000	1.00	26,000	2.00	52,000	Quarterly upon receipt of invoice & reports

Supplier selection criteria(s):

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

BUDGET DETAILS

Particulars	Amount (Qr)
Budgeted value for the requested service/expense	60,000
Budget utilized till last purchase	(16,667)
Balance available for this purchase	43,333
Proposed as per this service memorandum	(15,167)
Surplus/(deficit)	28,167

The service memo is for QAR 52,000 for a two-year period beginning on 1-June-2022, however, QAR 15,167 is for the current year and the remaining amount of QAR 36,833 will be added to the budget for subsequent years

AUTHORIZATION / APPROVAL

Mohamed Sahan
Executive Purchase
5/24/2022

Amrushi Tawel
Assistant Manager - Finance
5/25/2022

Abdella Al Homel
General Manager
5/26/2022

Hilwan Mahdi
Asst. Vice President - Finance
5/26/2022

Louque Mohammad
Chief Executive Officer
5/26/2022