

M/s Qatar Detergent Company WLL

Street No: 10, Gate No: 23, Industrial Area, Doha, Qatar
Tel: +974 44238777 | Fax: +974 44601921

No: QDCPM004-1022

PURCHASE MEMORANDUM

Date : 16-Oct-2022

BASIC DETAILS

Spare Parts for Powder Packing

Item / Asset Title	Machine	a) Expansion	<input type="checkbox"/>	b) Capacity enhancement	<input type="checkbox"/>
Type of Item / Asset	: Plant & Machinery.....	c) Cost reduction	<input type="checkbox"/>	d) Replacement	<input type="checkbox"/>
Department	: Production - IMC	e) Office equipments	<input type="checkbox"/>	f) Furniture & Fittings	<input type="checkbox"/>
Type of expenditure	: Capital <input checked="" type="checkbox"/> Revenue <input type="checkbox"/>	g) Others (specify)	<input type="checkbox"/>		

Note: PLS attach feasibility study if a/b/c is before applicable.

REASON OBJECTIVE OF THIS PURCHASE

Purchase of spare Parts for 6 Kg Powder Packing Machine - IMC Production.

LAST PURCHASE

Supplier name	COO:
Total value	Rate :
Total City	Date :
Pur. Memo. No	

RISKS/CONCERN/NON-COMPLIANCE OF SOP OR POLICY

QUOTE SUPPLIER DETAILS

No	Party Name	Country of Origin	Shipment Term	Currency	Quoted rate	Negotiated rate	Exchange rate	Rate in Qr	Quantity Nos	Total - Qt.	Payment Term / Mode	Remarks
1	Shrifal Packaging Pvt Ltd	India	Ex-Works	USD	6,044	5,741	3.69	21,184	1	21,184	30 Days after delivery	Not Mentioned
2	Pakona Engineers PVT	India	Ex-Works	USD	9,123	9,123	3.69	33,564	1	33,564	100% Advance Payment by TT, after Spare parts are processed and ready.	Delivery Period 6-7 Weeks after Receipt of PO & Advance Payment, Freight Charges are not included, Extra as applicable.

* All the supported quotations should be attached

RECOMMENDED SUPPLIER DETAILS

No	Party Name	Country of Origin	Shipment Mode	Shipment Term	Negotiated Rate	Exchange rate	Rate in Qr	Quantity Nos	Total - Qt.	Payment Mode	Date of shipment	Period of completion
1	Shrifal Packaging Pvt Ltd	India	Air	Ex-Works	5,741	3.69	21,184	1	21,184	As per above		
2	Freight Charges (Estimated Cost)				1,600	3.69	5,904	1	5,904			
Total									27,088			

Supplier selection criteria(s);

Better quality Lowest bidder Reputed supplier Others (specify)

BUDGET DETAILS

Particulars	Amount (QR)
Budgeted value for the requested Capex/expense	30,000
Budget utilized till last purchase	-
Balance available for this purchase	30,000
Proposed as per this purchase memorandum	27,088
Total Surplus/(Deficit)	2,912

AUTHORIZATION / APPROVAL

Mohamed Nabil
Purchase Manager
10/17/2022

belal Ayyoubi
Manager Finance
10/17/2022

Handy Abu Al Qassim
General Manager
10/18/2022

Abdullah Al-Attiyah
Coordinator

1