

Qatar Food Industries Co.

PO BOX: 1444
Tel / Fax 44415000

No: QFI/2024/147

PURCHASE MEMORANDUM

Date :8/9/2024

BASIC DETAILS		IF CAPEX, NATURE OF CAPEX		LAST PURCHASE	
Item / Asset Title	: Glue Thermomelt	<input type="checkbox"/> Expansion	<input type="checkbox"/> Capacity enhancement	Supplier name	: Leistung Enterprises Gulf Qatar (Supplier & Trading Co LLC, UAE) COO: KSA
Type of Item / Asset	: Packing Material	<input type="checkbox"/> Cost reduction	<input type="checkbox"/> Replacement	Total value	: QAR 10,000 Rate : QAR 20/kg
Department	: Production	<input type="checkbox"/> Office equipments	<input type="checkbox"/> Furniture & Fittings	Total Qty	: 500 kg
Type of expenditure	: Capital <input type="checkbox"/> Revenue <input checked="" type="checkbox"/>	<input type="checkbox"/> Others (specify)		Pur. Memo. No	: QFI/2024/019 Date : 23/1/2024

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

REASON/OBJECTIVE OF THIS PURCHASE

- 1-Re-ordering Glue Thermomelt for packing.
- 2-Gulf Supplies and Trading Co in UAE is approved supplier for Glue.
- 3-Ordered quantity will be sufficient for approx. 5 months for stock details please refer Annexure 01.
- 4-There is a Price advantage of QAR 125 as compared to last Purchase which is equal to QAR 0.25 /Kg.
- 5- Partial Payment and partial Delivery is applicable.

RISKS/CONCERNS/NON-COMPLIANCE OF SOPs or POLICY

QUOTED SUPPLIER(S) DETAILS

No	Party Name	Description	Country of Origin	Shipment Term	Currency	Quoted rate/Kg	Exchanged rate	Negotiated rate/Kg	Quantity Kg	Total FC	Total - Qr.	Payment Term / Mode	Remarks
1	Gulf Supplies & Trading Co LLC, UAE)	GLUE THERMOMELT 3183	KSA	DDP	AED	20.00	19.75	19.75	500	9,875	9,875	30 Days	1-Partial delivery & partial payment is acceptable. 2-Tolerance +/- 10 % on quantity is acceptable. 3-Delivery will be planned as per our requirement.
2	United Industrial Materials, Qatar	GLUE THERMOMELT 3183	UK	DDP	QAR	21.7	21.20	21.20	500	N/A	10,600	60 Days	1) Price advantage and Locally availability in ordering from Leistung Enterprises.
3	Leueningberger +C SPA, Italy	GLUE THERMOMELT 3183	Italy	FCA	EURO	3.33	4.09	3.33	500	1,665	6,810		1- Price advantage and Locally availability in ordering from Leistung Enterprises. 2-Cost QAR. 1,200/-shipment (approx.) for clearance, legalisation, Insurance, delivery Order, transportation or any other port/shipping line charges are not included in this PM. 3-The above cost is indicative only. However actual will be paid by us at the time of clearance. 4-5% duty is applicable & will be paid in cash at the time of clearance. However we will try for duty exemption if approved. 5-Tolerance +/-10% on quantity is acceptable.
Tentative Documentation & Freight											1,200	4,908	100 % Advance
Insurance (QAR 250)											63	250	
Duty (5%)											149.60	598	
Total, DDP - Doha											3,077	12,566	

* All the supported quotations are attached

RECOMMENDED SUPPLIER DETAILS

Party Name/Description	Country of Origin	Shipment Mode	Shipment Term	Exchange rate	Negotiated rate	Quantity Kg	Total FC	Total - Qr.	Payment Mode	Date of shipment	Date of arrival	Period of completion
Gulf Supplies & Trading Co LLC, UAE)	KSA	DDP	Road	1.00	19.75	500	9,875	9,875	As Above	Approx. 1 Month from Order	Approx one Week from dispatch	N/A

Supplier selection criteria(s) :
 Better quality ☒ Lowest bidder ☒ Others (specify) ☐ Approved supplier ☒

BUDGET DETAILS

Particulars	Amount (QAR)
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)	

AUTHORIZATION / APPROVAL

For Supply: Shabeer Hussain	For Finance: Fahim Rasmay	For Procurement: Atif Hussain	For Approval: Adnan Moerji
Executive Purchase	Senior Manager - Finance	Head Procurement	General Manager
11/09/2024	12/09/2024	12/09/2024	15/09/2024