

Qatar Food Industries Co. (Oil Plant)

P.O.Box: 1444

No: QFI/2024/044

PURCHASE MEMORANDUM

Date : 14-Feb-2024

BASIC DETAILS		IF CAPEX, NATURE OF CAPEX								LAST PURCHASE	
Item / Asset Title	: Lacquer	a)	Expansion	<input type="checkbox"/>	b) Capacity enhancement	<input type="checkbox"/>	Supplier name	: Bharat Tin Works	C/o - India		
Type of Item / Asset	: Glue	c)	Cost reduction	<input type="checkbox"/>	d) Replacement	<input type="checkbox"/>	Total value	: USD.718/-	Rate	USD 4.72/kg Ex-works	
Department	: QFI - Oil	e)	Office equipments	<input type="checkbox"/>	f) Furniture & Fittings	<input type="checkbox"/>	Total Qty	: 25 Ltr lacquer			
Type of expenditure	: Capital <input type="checkbox"/> Revenue <input checked="" type="checkbox"/>	g)	Others (specify)	<input type="checkbox"/>			Pur. Memo. No	: QFI/2023/101	Date	: 24.05.2023	
Note: Plz attach feasibility study if a/b/ c is/are applicable.											

REASON/OBJECTIVE OF THIS PURCHASE

- 1-Ordering Lacquer to maintain stock.
- 2-Lacquer is being used for sealing 18L Tin for minimizing leakage on sealing edge and protect from rusting.
- 3-Ordered stock will provide coverage for approx 6 months consumption. Available stock and this order will provide coverage of approx 7 months. Please refer to attached stock holding details.
- 4- Lacquer consumption will expect to increase as high sales of tins forecasted by the sales team.
- 5-Lacquer is considered DG cargo, hence freight is high.
- 6-We have checked with different tin suppliers for availability of Lacquer, but they have no lacquer availability. Emails attached for reference.

7-Supplier has maintained same last price

8-The Historical data for last 5 Purchase (Starting from Dec 2020 to last PM May 2023) shows the Avg. purchase price QAR 16.29/lt. Please refer to Annexure 1 for details.

Bharat Tin Works is approved quality supplier hence going ahead with single quote. It is not available locally. Moreover Bharat Tin is supplying Tin Sheet and lacquer is also being purchased from them.

QUOTED SUPPLIER(S) DETAILS

No	Party Name / Description	Country of Origin	Shipment Term	Currency	Quoted rate/ltr	Negotiated rate/ltr	Exchange rate	Quantity Ltr.	Unit Price (QAR)	Amount FC	Total - Qr.	Payment Term / Mode	Remarks
1	Bharat Tin Works, India / Lacquer	India	Ex-work	USD	4.72	4.72	3.68	200	17.37	944.00	3,473.9	Immediate upon delivery	1-Cost approx.QAR 2,500/- for clearance/legalisation, Insurance, delivery Order, transportation etc, any other party's shipping line charges is not included in this P.M. 2-The above costs is indicative only, however actual will be paid by us at the time of Clearance. 3-Lacquer is not duty exempted, hence 5% duty on the landed cost will be paid in cash at the time of clearance. 4-Quantity tolerance +/- 10% acceptable. 5-All bank charges inside/outside Qatar will be borne by us. 6-Quote price are final and negotiated.
			Tentative Freight	USD	1,500.00	1,500.00	3.68	1		1,500.00	5,520		
Total CPT, Doha													

RECOMMENDED SUPPLIER DETAILS

Supplier selection criterial(s) ;	Lowest bidder	Reputed supplier	Others (specify) ↗	Approved quality and supplier	BUDGET DETAILS
Better quality					

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

vishnu Prasad Senior Officer - Procurement	18/02/2024	Farzana Khatri Manager Finance	18/02/2024
Devendra Somvanshi Plant Manager	18/02/2024	Hamed Bushra General Manager	19/02/2024
Tayyab Mohammad Azam Senior Manager – Procurement	18/02/2024	Adnan Meerji General Manager	20/02/2024

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General Manager
Hamed Bushra
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Farzana Khatri
Manager Finance

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