

**Dandy Company Ltd**

Street No:02, Gate No:160,Industrial Area  
Doha-2239  
Qatar  
44422980

**Supplier Invoice**

Invoice Number	DPFSDI00013-0522	Supplier Invoice Number	04127
Invoice Date	31/05/2022	Supplier Invoice Date	31/05/2022
Invoice Currency	QAR	Supplier Invoice Amount	6,500.00
Invoice Status	Authorized	Finance Book	DPF_FB
Created By	IMRANSARGURO	Comments	

**Supplier**

QATAR SECURITY & GUARDING SERVICES  
CO WLL  
P.O.BOX 22747, DOHA,  
Qatar  
44666645/44568283

**Pay To Supplier**

QATAR SECURITY & GUARDING SERVICES  
CO WLL  
P.O.BOX 22747, DOHA,  
Qatar  
44666645/44568283

S No.	AccountCode/Description/Remarks	Cost Center	Analysis Desc	Uom	Quantity	Rate	Amount
1	43090200408 GA - Security and guarding Service HIRING CHARGES FOR SECURITY GUARDS FOR THE MONTH OF MAY 2022 (02 NOS.)	ADMIN-DPF	General		2.000	3,250.0000	6,500.00

HIRING CHARGES FOR SECURITY GUARDS FOR  
THE MONTH OF MAY 2022 (02 NOS.)

Amount in QAR

6,500.00

**Terms of Payment**

30 DAYS

Amount in Words Qatari Riyal Six Thousand Five Hundred Only

Authorized Signatory



تليفون: ٤٤٥٦ ٨٢٨٣ / ٤٤٦٦ ٦٦٤٥  
فاكس: ٤٤٥٥ ١١٧٧  
ص.ب.: ٢٢٧٤٧ الدوحة - قطر  
س.ت: ٢١١٢٦

Tel.: 4466 6645 / 4456 8283  
Fax: 4455 1177  
P.O. Box: 22747 DOHA - QATAR  
CR No: 21126

04127

**INVOICE** 

<b>Customer</b>			
Name	<b>PREMIER PLASTIC FACTORY</b>		
Email:			
	CR 6573	POB	1444
Phone	44603700	Mob: 55492652	
Date Forwarded	<b>31/05/2022</b>		
Month of	<b>MAY</b>		
From	<b>1</b>		
To	<b>31</b>		

[illegible]

2	Payment Details
<input type="radio"/>	Cash
<input type="radio"/>	Cheque
<input type="radio"/>	Credit Card
Bank	<b>DOHA BANK</b>
Acc no.	<b>225/354395/01/31/00</b>
IBAN no.	<b>QA63DOHB022503543950010031000</b>
swift code	<b>DOHBQAQA</b>

Office Use Only

**ANTO ROCHA - Admin Manager**





MONTHLY ATTENDANCE  
DOC.SUP/ATT-01

LOCATION : DANDY PREMIER PLASTIC FACTORY

REPORTED BY:

MR. ARUN

PROJECT SUPERVISOR

MONTH:

May-22

QATAR SECURITY & GUARD SERVICES CO. WILL

NO	EMP. NO	NAME	DESIGNATION	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	TOTAL
1	7867	KIVINDYO MUTANA	SECURITY	P	P	P	P	P	O	P	P	P	P	P	P	O	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	29	
2	11073	ROBERT SSEGANE	SECURITY	P	O	P	P	P	P	P	P	O	P	P	P	P	P	P	O	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28	
3	10332	STANLEY THUKU GITANGU	SECURITY		P				P			P				P			P															5	
4	5094	SALIM SHAFI MWABUNDU	SECURITY																						P	P									3
				2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	3	3	2	2	2	2	2	2	65

REMARKS

No Deficiency

Prepared by Arun

Approved by:

Signature:

Signature:



QARS0000013-0522

No: DPF/SM/012		SERVICE MEMORANDUM		Date : 03-Feb-2022	
BASIC DETAILS OF SERVICE MEMO					
Nature Service		Hiring 2 Security Guards for gate and premises management (New Industrial Area Street 2)			
Department		HR and Admin			
Service Type		Renewal <input checked="" type="checkbox"/> or New Service <input type="checkbox"/>			
Supplier name		: Qatar Security Services WLL			
Total value of SM		: QAR 78,000 Rate per month : 6,500			
Contract period		: 01st March 2021 to 28th Feb 2022.			
Service Memo.		: DPF/SM/009 Date : 18-Feb-21			

**REASON/OBJECTIVE OF THIS PURCHASE**

This is for hiring security guards through third party for Premier Plastic Factory for premises and gate management services. Purchase Department has arranged 4 quotations from different service providers to compare the monthly rate. Qatar Security & Guarding Services (QTRS) has quoted us the least rate (3,250 QAR) and is currently providing their security guard services and their services are good.

**RISKS/CONCERNS/NON-COMPLIANCE OF SOPs or POLICY**

Nil

QUOTED SERVICE PROVIDER DETAILS							Remarks
No	Supplier Name	Service Description	Currency	Quoted rate	Negotiated rate	Qty Nos	
1	Qatar Security & Guarding Services	Hiring of External Security Guards	QAR	3,250	3,250	2	78,000
2	Elite Security Services		QAR	3,450	3,450	2	82,800
3	Amco Security Services		QAR	3,450	3,450	2	82,800
4	Qatar Security Services WLL		QAR	3,600	3,600	2	86,400

\* All the supported documents are attached herewith

Notes:

This contract is from 01st March 2022 to 28th Feb 2023.

RECOMMENDED SERVICE PROVIDER					Payment Terms
Supplier Name	Negotiated rate	Exchange rate	Rate in Qr	Total - Qr.	
Qatar Security & Guarding Services	3,250	2.00	6,500	78,000	25 Days Credit

Supplier selection criteria(s) ;

Better quality ☐ Lowest bidder ☒ Reputed supplier ☒ Others (specify) ☐ Service is as per our expectation.

BUDGET DETAILS	
Particulars	Amount (QR)
Budgeted value for the requested service/expense	Amount (QR) 2022 78,000
Budget utilized till last purchase	2023 -
Balance available for this purchase	-
Proposed as per this service memorandum	78,000
Surplus/(deficit)	65,000
	13,000
	(13,000)

The contract will spill over for two months till Feb 2023. The same will be taken in 2023 budget.

AUTHORIZATION / APPROVAL					
Mohammad Isahq Executive - Human Resource 2/7/2022	Mohammed Farook Manager - HR & Admin 2/7/2022	Innan Mirza Asst. Manager - Purchase 2/7/2022	Khayyam Akhtar Production Manager 2/7/2022	Ahmed B. Al-Adani Arif Amrati Dudani Manager Finance 2/7/2022	Alwasayy & K. J. Alwasayy Alwasayy Kapasi Commercial Manager 2/9/2022
				Najmal Hussain Vice President - Operations 2/9/2022	Khalid Bahaudin Asst. Vice President - Finance 2/13/2022
					Tarique Mohammad Chief Executive Officer 2/13/2022

Dandy Company Ltd

## STATEMENT OF ACCOUNT (SUMMARY)

As on 14/07/2022

Name  
Address  
QATAR SECURITY & GUARDING SERVICES CO WLL  
P.O.BOX 22747, DOHA,

Finance Book  
Qatar  
DPF\_FB

Account Code : 23010100001 - Trade payables - Local Supplier

Amount in  
QAR

Doc Number	Doc OU	Doc Currency	Doc Date	Doc Type	Supplier Invoice No	Doc Amount	Adjusted/Paid Amount	Outstanding Amount	Running Balance
DPFSDI00013-0522 DANDY_P_F		QAR	31/05/2022	Expense Invoice	04127	6,500.00	0.00	6,500.00	6,500.00
DPFSDI00020-0622 DANDY_P_F		QAR	30/06/2022	Expense Invoice	04205	6,500.00	0.00	6,500.00	13,000.00

<<<End Of Statement >>>

**Qatar Security & Guarding Services Co. W.L.L**

**Premier Plastic Factory**

Ledger Account

1-Jan-2022 to 30-Jun-2022

Page 1

Date	Particulars	Vch Type	Vch No.	Debit	Credit
1-1-2022	To <b>Opening Balance</b>			<b>19,500.00</b>	
31-1-2022	To <b>Sales</b>	Sales	3822	6,500.00	
23-2-2022	By DUKHAN BANK -BARWA-100001775797	Receipt	13218		13,000.00
28-2-2022	To <b>Sales</b>	Sales	3897	6,500.00	
29-3-2022	By DUKHAN BANK -BARWA-100001775797	Receipt	13308		13,000.00
31-3-2022	To <b>Sales</b>	Sales	3972	6,500.00	
12-4-2022	By DUKHAN BANK -BARWA-100001775797	Receipt	13316		6,500.00
30-4-2022	To <b>Sales</b>	Sales	4050	6,500.00	
15-5-2022	By DUKHAN BANK -BARWA-100001775797	Receipt	13337		6,500.00
31-5-2022	To <b>Sales</b>	Sales	4127	6,500.00	
14-6-2022	By DUKHAN BANK -BARWA-100001775797	Receipt	13516		6,500.00
30-6-2022	To <b>Sales</b>	Sales	4205	6,500.00	
				58,500.00	45,500.00
	By <b>Closing Balance</b>				13,000.00
				<b>58,500.00</b>	<b>58,500.00</b>