

**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



# القطريّة للخدمات الأمنيّة والحراسة ذ.م.م.

## Qatar Security & Guarding Services Co. w.l.l.

تلفون: ٨٢٨٣ / ٤٤٥٦ ٦٦٤٥  
 فاكس: ١١٧٧ / ٤٤٠٥  
 ص.ب.: ٢٢٧٤٧ الدوحة - قطر  
 س.ت: ٢١١٢٦

04127

***INVOICE =***

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

<b>2</b>	<b>Payment Details</b>	
<input type="radio"/>	Cash	
<input type="radio"/>	Cheque	
<input type="radio"/>	Credit Card	
Bank	<b>DOHA BANK</b>	
Acc no.	225/354395/01/31/00	
IBAN no.	QA63DOHB022503543950010031000	
swift code	DOHBQAQA	
	<b>Sub Total</b>	QR6,500.00
	<b>TOTAL</b>	QR6,500.00
	Office Use Only	

**ANTO ROCHA - Admin Manager**



Uly





## DANDY COMPANY LTD

P.O BOX:2239

Tel +974-44603600/ Fax+974-44603700

## No: DPF/SM/012

## SERVICE MEMORANDUM

## BASIC DETAILS OF SERVICE MEMO

Nature Service Hiring 2 Security Guards for gate and premises management (New Industrial Area Street 2)

Date : 03-Feb-2022

## LAST PURCHASE/SERVICE MEMO

Date : 03-Feb-2022

Supplier name : Qatar Security Services W.L.L.

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 &amp; 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

Supplier Name Service Description Currency Quoted rate Negotiated rate Qty Nos Rate in Qr. Service Period in months Total - Qr. Remarks

1 Qatar Security &amp; Guarding Services Hiring of External Security Guards QAR 3,250 3,250 2 6,500 12 78,000

2 Elite Security Services QAR 3,450 3,450 2 6,900 12 82,800

3 Amico Security Services QAR 3,450 3,450 2 6,900 12 82,800

4 Qatar Security Services WLL QAR 3,600 3,600 2 7,200 12 86,400

## RECOMMENDED SERVICE PROVIDER

Supplier Name Negotiated rate Exchange rate Rate in Qr. Service Period in months Total - Qr. Payment Terms

Qatar Security &amp; Guarding Services 3,250 2.00 6,500 12 78,000 25 Days Credit

## Supplier selection criterial(s) :

Better quality  Lowest bidder Reputed supplier Others (specify) 

Service is as per our expectation.....

## BUDGET DETAILS

Particulars Amount (QR) 2022 2023 Amount (QR)

Budgeted value for the requested service/expense 78,000 -

Budget utilized till last purchase -

Balance available for this purchase -

Proposed as per this service memorandum -

Surplus/(deficit) 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

Signature : Khurayyan Akbar

Name : Khurayyan Akbar

Designation : Production Manager

Date : 27/2/2022

Signature : Almasgar Kapasi

Name : Almasgar Kapasi

Designation : Commercial Manager

Date : 27/2/2022

Signature : Atif Aminul Dadiani

Name : Atif Aminul Dadiani

Designation : Manager Finance

Date : 27/2/2022

Signature : Naimul Hussain

Name : Naimul Hussain

Designation : Vice President - Operations

Date : 27/2/2022

Signature : Tariqus Mohammad

Name : Tariqus Mohammad

Designation : Asst. Vice President - Finance

Date : 27/2/2022

Signature : Chief Executive Officer

Name : Chief Executive Officer

Designation : Chief Executive Officer

Date : 27/2/2022

Signature : Mohammad Ishaq

Name : Mohammad Ishaq

Designation : Executive - Human Resource

Date : 27/2/2022

Signature : Imran Mirza

Name : Imran Mirza

Designation : Asst. Manager - Purchase

Date : 27/2/2022

Signature : Mohammed Farook

Name : Mohammed Farook

Designation : Manager - HR &amp; Admin

Date : 27/2/2022

Signature : 213/2022

Name : 213/2022

Designation :

Date :

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

&lt;&lt;&lt;End Of Statement &gt;&gt;&gt;

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

**Premier Plastic Factory**

Ledger Account

1-Jan-2022 to 30-Jun-2022

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>

Page 1