

## Qatar Flour Mills Co.

P.O. Box 1444  
44415000

No: QFM/2021/091

## PURCHASE MEMORANDUM

Date: 30.12.2021

LAST PURCHASE

BASIC DETAILS		IF CAPEX NATURE OF CAPEX	
Item / Asset Title	Spare parts	a) Expansion	<input type="checkbox"/> b) Capacity enhancement
Type of Item / Asset	Spare parts	c) Cost reduction	<input type="checkbox"/> d) Replacement
Department	Maintenance	e) Office equipments	<input type="checkbox"/> f) Furniture & Fittings
Type of expenditure	Capital <input type="checkbox"/> Revenue <input checked="" type="checkbox"/>	g) Others (specify)	<input type="checkbox"/>
Note: 7/8 attach feasibility study if a/b/c/d/ not applicable.			

## REASON/OBJECTIVE OF THIS PURCHASE

- Spare parts (Blow through Airlock) is required as critical back up to avoid mill downtime.
- This is essential for smooth operation.
- Buhler is OEM supplier.
- There is price impact of CHF1,281.10 equivalent to QAR 5,239/- for Gravity Flow since last purchase in year 2016 due to increase in raw material prices.

Buhler is OEM supplier hence no comparison is available.

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

QUOTED SUPPLIERS DETAILS									
No	Party Name	Country of Origin	Shipment Term	Currency	Quoted Amount	Negotiated Amount	Exchange rate	Qty. Nos	Amount FC
1	Buhler AG, Switzerland / Spare Parts (Air lock & Gravity Flow)	Switzerland	Ex-works	CHF	12,017.00	11,100.00	4.09	1 lot (2 items, 3 pcs)	11,100.00
Total CHF, Doha,									11,100.00
									45,399
Remarks									
1- Cost QAR 5,500/- (approx) for clearance, insurance, legislation, delivery Order, transportation etc. any other port/shipping line charges is not included in this PM. 2- The above cost is indicative only. However actual will be paid by us at the time of clearance. 3- Spare parts are duty exempted (subject to H.S. Codes & quota availability) and exemption will be arranged. Increase of any issue in custom tariff and in the event of rejection of exemption request, 5% duty will be paid by us at the time of clearance. 4- If documents are not provided from the shipment originating country, 1% of invoice value as penalty for invoice & 1% of invoice value as penalty for certificate of origin will need to be paid in cash. 5- Details as per quotation Ref: No. WR-21-05867-03 attached. 6- Insurance will be taken care by Business Unit. 7- Freight calculation has been arrived at by taking into consideration currently prevalent prices. The freight cost have been too volatile due to ongoing logistical constraints. If there is any variation i.e. freight costs at the time of actual shipment, variance will be paid by us as per actual.									

All the supported quotations should be attached

RECOMMENDED SUPPLIER DETAILS												
Party Name	Country of Origin	Shipment Mode	Shipment Term	Negotiated Amount	Exchange rate	Qty. Nos	Amount: FC	Total - Qr.	Payment Mode	Date of shipment	Date of arrival	Period of completion
Buhler AG, Switzerland / Spare Parts (Air lock & Gravity Flow)	Switzerland	Sea	CFR	11,100.00	4.09	1 lot (2 items, 3 pcs)	11,100.00	45,399	As per above	Approx 3-4 months from order	Approx one month from dispatch	N/A

## BUDGET DETAILS

Particulars	Amount (QAR)
Budgeted value for the requested Capex/expense	1,800,000
Budget utilized till last purchase	(473,764)
Balance available for this purchase	1,326,236
Proposed as per this purchase memorandum	(45,399)
Surplus/(Deficit)	1,280,837

## AUTHORIZATION / APPROVAL

1/5/2022	1/8/2022	1/9/2022	1/9/2022	1/12/2022	1/13/2022	1/16/2022	1/17/2022
Senior Officer - Procurement	Senior Manager - Maintenance	Senior Manager - Procurement	General Manager	Finance Manager	Finance Manager	Finance Manager	Finance Manager
Abdul Aziz	Tayyab Mohammad / zam	Tamim Bashra	Shahid Ali Khan	Fahim Rameez	Najmul Hussain	Salim Pathan	Tanqueer Mohammad
1/5/2022	1/8/2022	1/9/2022	1/9/2022	1/12/2022	1/13/2022	1/16/2022	1/17/2022