

PURCHASE MEMORANDUM																																															
BASIC DETAILS						IF CAPEX, NATURE OF CAPEX																																									
Item / Asset Title : Nichrome Machine upgradation		a) Expansion		<input type="checkbox"/> b) Capacity enhancement		<input type="checkbox"/> Supplier name :		First Time		LAST PURCHASE																																					
Type of item / Asset : Upgradation		c) Cost reduction		d) Replacement		e) Office equipments	<input type="checkbox"/> f) Furniture & Fittings	<input type="checkbox"/> Total value		<input type="checkbox"/> Rate :																																					
Department : Maintenance		g) Others (specify)		<input type="checkbox"/> Note: Pls attach feasibility study if a/b/c is/are applicable.		Total Qty	<input type="checkbox"/>	Total Qty		Pur. Memo. No :																																					
Type of expenditure : Capital <input checked="" type="checkbox"/>	Revenue <input type="checkbox"/>																																														
REASON/OBJECTIVE OF THIS PURCHASE																																															
1-Proposing to upgrade automation of existing Nichrome packaging machine. This machine is used for packing retail pouch packs of chakki atta, semolina, hares/jareesh and sugar in 1kg, 2kg, and 5kg. 2-This will ensure continued smooth operation, minimize downtime and recovery time in case of breakdown. 3-We have budgeted complete replacement of existing machinery as a capex, however, after detailed assessment technical team has recommended upgrading the existing machinery considering the capacity utilization. The new machine would cost approx. \$ 168,290/- (QAR 612K). 4-Nichrome is OEM Supplier. 5-Recommended by Maintenance department.																																															
RISKS/CONCERN/S/NON-COMPLIANCE OF SCOPE OR POLICY																																															
Nichrome is OEM supplier hence no comparison is available																																															
QUOTED SUPPLIER(S)/DETAILS																																															
No	Party/Name	Country of Origin	Shipment Term	Currency	Quoted Amount	Negotiated Amount	Exchange rate	Quantity set	Amount - FC	Total - Qar.	Payment Term / Mode																																				
1	Nichrome India Ltd, India Changeover Parts	India	Ex-work	USD	15,115	14,056.95	3.65	1 lot (4 items)	14,056.95	51,308	1-Cost QAR 6,500/shipment (approx.) for clearance, legalization, delivery Order, transportation etc. any other shipping line/port charges not included in this Pn. 2-The above cost is indicative only. However actual will be paid by us at the time of clearance. 3-These are not duty exempted hence 5% duty will be paid by us at the time of clearance. However will try for exemption if approved. 4-Insurance will be taken care by BI finance 5-Details as per Quotation No. Mtl 15.05.2025 attached. 6-Freight is indicative and may vary at the time of shipment. However will be paid by us at actual 7-Visa, air fare (approx. QAR 3,000/-), lodging & boarding, local travel etc (apprx QAR 5,000/- will be additional and paid by us at actual).																																				
Total CPT, Doha, Qatar																																															
23,056.95																																															
Aprix. Testing & Commissioning																																															
2,500.00																																															
Total CPT, Indl. Testing and Commissioning																																															
25,556.95																																															
9,125																																															
93,283																																															
This is indicative only and will be paid by us at actual																																															
No other supplier's quotation are received																																															
Party Name / Description	Country of Origin	Shipment Mode	Shipment Term	Negotiated Amount	Exchange rate	Quantity (set)	Amount - FC	Total - Qar.	Payment Mode	Date of shipment	Period of completion																																				
Nichrome India Ltd, India Changeover Parts	India	Air	Ex-work	14,056.95	3.65	1 lot (4 items)	14,056.95	51,308	as above	Approx. 1 week from order and advance	N/A																																				
Handling, Packing, Insurance & Freight Charges																																															
3,885.00																																															
Total CPT, Doha, Qatar																																															
23,056.95																																															
84,158																																															
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Total CPT, Indl. Testing and Commissioning																																															
25,556.95																																															
93,283																																															
Supplier selection criteria(s):																																															
Better quality <input type="checkbox"/> Lowest bidder <input type="checkbox"/> Repaired supplier <input type="checkbox"/> OEM Supplier																																															
BUDGET DETAILS																																															
Particulars	Amount (QAR)			Remarks, if any																																											
Budgeted value for the requested capex/ expense	612,000			Capex Budget																																											
Budget utilized till last purchase	-																																														
Balance available for this purchase	612,000																																														
Proposed as per this purchase memorandum	(93,283)																																														
Surplus/(Deficit)	518,717																																														
AUTHORIZATION / APPROVAL																																															
<table border="1"> <tr> <td>Abdul Aziz</td> <td>Tayyab Mohammad Azam</td> <td>Faizan Khatri</td> <td>Atif Hussain</td> <td>Adnan Meejji</td> <td>Hamed Bishra</td> <td>Khaja Bahauddin</td> <td>Sunil Kassim</td> <td>Tariqul Hassan</td> <td>Asst. Vice President - Finance</td> <td>Chief Executive Officer</td> <td>06/07/2025</td> </tr> <tr> <td>Senior Manager - Procurement</td> <td>Senior Manager - Procurement</td> <td>Manager Finance</td> <td>Head Procurement</td> <td>General Manager</td> <td>General Manager</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>06/07/2025</td> </tr> <tr> <td>28/06/2025</td> <td>30/06/2025</td> <td>01/07/2025</td> <td>01/07/2025</td> <td>01/07/2025</td> <td>01/07/2025</td> <td>01/07/2025</td> <td>01/07/2025</td> <td>01/07/2025</td> <td>01/07/2025</td> <td>01/07/2025</td> <td>07/07/2025</td> </tr> </table>												Abdul Aziz	Tayyab Mohammad Azam	Faizan Khatri	Atif Hussain	Adnan Meejji	Hamed Bishra	Khaja Bahauddin	Sunil Kassim	Tariqul Hassan	Asst. Vice President - Finance	Chief Executive Officer	06/07/2025	Senior Manager - Procurement	Senior Manager - Procurement	Manager Finance	Head Procurement	General Manager	General Manager						06/07/2025	28/06/2025	30/06/2025	01/07/2025	01/07/2025	01/07/2025	01/07/2025	01/07/2025	01/07/2025	01/07/2025	01/07/2025	01/07/2025	07/07/2025
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