

No: QF/2022/216

PURCHASE MEMORANDUM

Date : 14-Apr-2022

BASIC DETAILS		IF CAPEX/NATURE OF EXP.		LAST PURCHASE	
Item / Asset Title	: Crude Sunflower Oil	a) Expansion	<input type="checkbox"/>	b) Capacity enhancement	<input type="checkbox"/>
Type of Item / Asset	: Raw Material	c) Cost reduction	<input type="checkbox"/>	d) Replacement	<input type="checkbox"/>
Department	: Production	e) Office equipments	<input type="checkbox"/>	f) Furniture & Fittings	<input type="checkbox"/>
Type of expenditure	: Capital <input type="checkbox"/> Revenue <input checked="" type="checkbox"/>	g) Others (Specify)	<input type="checkbox"/>	Note: Pls attach feasibility study if a/b/c is/are applicable.	
				Pur. Memo. No :	QF/2022/190 Date : 31/03/2022

1-Ordering Crude Sunflower Oil in bulk packing (flexitug) required for processing Sunflower Oil in our refinery to maintain stock for selling in local market.

2-Quality approved based on Specifications as we are buying from this supplier for first time.

3-Product origin is Ukraine, however, same will be shipped from Poland or Romania Port and accordingly War risks will be covered under marine insurance by QMIC

4-There is cost impact of USD 10/Mt x 500 MT = USD 5,000/- equivalent QAR 18,400/- as compared to last purchase with Emirates Refining Co. Ltd (JFFCO).

5-Detailed planning has been attached.

RISKS/CONCERN/S/NON-COMPLIANCE OF SOPs or POLICY

REASON/OBJECTIVE OF THIS PURCHASE

1-Going ahead with single quote as other quotes are not available.

2-Payment - 100% TT against copy of shipping documents without BG.

3-Effective 01st Apr-22 as per circular from Qatar customs Original documents are mandatorily required for clearance. We have applied and received exceptional approval from Ministry for clearance against copy documents from Ukraine as telex release will be arranged by supplier after payment. However, 1% penalty of the invoice value will be applicable as supplier is unable to provide attested original invoice to us. This is a third party deal, non-attested invoice will be issued from USA. Hence, we have taken this 1% penalty in costing while taking the purchase decision.

QUOTED SUPPLIER(S) DETAILS										
No	Party Name	Country of Origin	Shipment Term	Currency	Quoted rate/MT	Negotiated rate/MT	Exchange rate	Quantity MT	Amount MT	Total Cr.
1	Satellite DK LLC, USA (Hill Sun Services Pte Ltd, Singapore)/ Crude Sunflower Oil	Ukraine	CFR	USD	2,180	2,180	3.68	500	1,090,000	4,011,200
100% TT against copy of shipping documents without BG 1-Cost QAR 4,000/Container (approx.) for clearance, insurance, legislation, transportation, delivery order 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-Quantity Tolerance +/- 10 % acceptable. 4-Partial delivery & payment is acceptable. 5-Insurance will be taken care by Business Unit. 6-Crude oil is duty exempted and its 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.										

* All the supported quotations are attached

RECOMMENDED SUPPLIER DETAILS										
No.	Party Name	Country of Origin	Shipment Mode	Shipment Term	Negotiated rate/mt	Exchange rate	Quantity MT	Amount FC	Total - Cr.	Payment Mode
1	Satellite DK LLC, USA (Hill Sun Services Pte Ltd, Singapore)/ Crude Sunflower Oil	Ukraine	Sea	CFR	2,180	3.68	500	1,090,000	4,011,200	As mentioned above
Add : 1% customs penalty for attestation on original invoice TOTAL QAR 4,051,312										
										Remarks

SUPPLIER SELECTION CRITERIA(S):		REPUTED SUPPLIER		APPROVED SPECIFICATIONS OF CRUDE SUNFLOWER OIL	
Particulars	Amount (QR)	Others (Specify)			
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)					

AUTORIZATION / APPROVAL

Mr. Michael Macarenhas	Tayyab Mohammad Azam	Fazzaan Khuri	Fahim Rasmy	Salim Pathan	Nesir Hussain	Tariqe Mohammad	Sheikh Mansoor
Senior Officer - Procurement	Assistant Manager - Contract Execution - Export	General Manager	Senior Manager - Procurement	General Manager	Senior Manager - Finance	Chief Executive Officer	Board Member
4/19/2022	4/20/2022	4/24/2022	4/24/2022	4/24/2022	4/24/2022	4/25/2022	4/25/2022