

**Qatar Flour Mills Co.**  
**Service Memorandum (S.M.)**

Service Memorandum (SM)

2011/01/29

Date:	21/12/2016	Reference No.	QFM/SM/2016-034
Nature Of Service	Maintenance Service	Department	QFM-Mills
Objective Of The Service	Preventive maintenance for smooth operation.		
No.	Service Provider	Quoted Rate in QAR	Negotiated Rate in QAR
01	ETA Melco Elevator Doha Co WLL	37,000/year x3 years =111,000 (for 3 years)	111,000 (for 3 years)
All the supported Quotations are attached			
No.	Service Provider	Rate in QAR	Exchange Rate
01	ETA Melco Elevator Doha Co WLL	111,000 (for 3 years)	1
Total Amount in QAR			
		Total Amount in QAR	111,000 (for 3 years)
		Payment Mode	Three a year in advance.
Service Provider Selection Criteria.			
Better Quality	<input checked="" type="checkbox"/>	Lowest Bidder	<input type="checkbox"/>
		Reputed Supplier	<input checked="" type="checkbox"/>
		Others (Specify)	<input type="checkbox"/>
<p>1) Annual maintenance required for Mitsubishi elevators for total of 4 numbers. (starting from 01/01/2017 to 31/12/2019)</p> <p>2) Service charges includes preventive maintenance spares such as Worms, Gears, Thrusts, Bearing, Break, Magnet Coils, Brake shoes, windings, rotating elements, Contacts, Coils, resistance for operating motor circuits, magnet frames etc. Any other spares required such as car enclosure (including car panels, Door panels, Hung ceilings, Handrail, Mirrors, Ashtray &amp; Flooring) will be charged separately.</p> <p>3) They are authorized distributor of Mitsubishi elevators and are providing service for past many years.</p> <p>4) For details please refer to maintenance contract Ref: UJF/M12440/43/SPS/201289.</p> <p>5) Contract will be automatically renewed unless otherwise notified in writing to the contractor/ or if there is any hike in consumables or services.</p>			
Particulars	Amount (QR)		
Budgeted value for the requested service/capex			
Budget utilized till last purchase			
Balance available for this purchase			
Proposed as per this service memorandum			
Surplus/(Deficit)			
Head-Tech. Services	Factory Manager	General Manager	VP Finance
			Chief Executive Officer
			Office Chairman