

PAYMENT ADVICE

Dandy Company Ltd

Street 2, Gate No. 160

P.O. BOX: Doha Qatar

Email



PAYEE NAME : MBC SERVICE TRADING & CONTRACTING

Paym Date:

Doc.No: 2334007990

Payment Method :

Exch.rate:

Remarks: External Manpower Hiring Payment m/o Nov-23

Ref. Doc. No	Posting Date	DC Type	Sup. Doc. No	Sup. Doc. Date	Currency	Doc Amount	Adjustment	Pay. Amount
2334007990	14.12.2023	KZ		14.12.2023	QAR	6,216.00		6,216.00
Total					QAR	6,216.00	0.00	6,216.00
Bank Name		AC No.		Cheque No	Cheque Date	Currency	Amount	Remarks
MASHREQ BANK		029000000988		00001351	Dec 14, 2023	QAR	6,216.00	

Amount in Words : Qatari Riyal Six Thousand Two Hundred Sixteen Only

(Signature)
Created

*Verifier
14/12/2023*

Authorised

Receiver's Details

Kindly Acknowledge the receipts

Name :

Signature :

Payment Request Approvals

Pay. Req. Ref	PR Date	Creator	Level 1	Level 2	Level 3	Level 4	Level 5

PAYMENT ADVICE

Premier Plastic Production Company

Gate No. 157, Street No 2,

P.O. BOX: 6983 Doha Qatar

Email



PAYEE NAME :

20300697

Paym Date:

Doc.No: 2334001618

MBC SERVICE TRADING & CONTRACTING

Payment Method :

P.O.BOX 80090, DOHA,

Exch.rate:

-Doha

Remarks: External Manpower Hiring Payment m/o Nov-23

mbccleaningqatar@gamil.com

Ref. Doc. No	Posting Date	DC Type	Sup. Doc. No	Sup. Doc. Date	Currency	Doc Amount	Adjustment	Pay. Amount
2333000217	30.11.2023	KR	2225	30.11.2023	QAR	6,216.00		6,216.00
Total					QAR	6,216.00	0.00	6,216.00

Bank Name	AC No.	Cheque No	Cheque Date	Currency	Amount	Remarks
				QAR	6,216.00	

Amount in Words : Qatari Riyal Six Thousand Two Hundred Sixteen Only

Created

Verified

Authorised

Receiver's Details

Kindly Acknowledge the receipts

Name :

Signature :

Payment Request Approvals

Pay. Req. Ref	PR Date	Creator	Level 1	Level 2	Level 3	Level 4	Level 5

Doc-Type : RR (Vendor Invoice) Normal document						
Doc. Number:	2333000217	Company Code:	1101	Fiscal Year:	2023	
Doc. Date:	30.11.2023	Posting Date:	30.11.2023	Period:	11	
Calculate Tax:	<input type="checkbox"/>					
Ref.Doc.:	2225					
Doc. Currency:	QAR					

Line	Account	Short Text	Cost_Ctr	Order	Amount	Text	Assignment	Vendor	Doc#	Profit_Ctr
1	31 20300697	MBC SERVICE TRADING			6,216.00-	HIRING EXTERNAL MANPOWER OF CLEANERS - NOV. 2023			20300697	
2	40 401106	WC-Hired - Manpower	1101001600		6,216.00	HIRING EXTERNAL MANPOWER OF CLEANERS - NOV. 2023	23330002172023		1101001	



MBC SERVICE TRADING & CONTRACTING

P.O.Box: 80090
 Fax: +974 4464 7673
 Email: mbcleaningqatar@gmail.com
 Tel: +974 4464 7673 | +974 7760 9709 | +974 66294880

INVOICE

DATE	30/11/2023
INVOICE #	2225
JOB CARD #	

BILL TO

M/S.DANDY COMPANY (DPF)
 P.O.BOX : 2239
 DOHA-QATAR
 TEL-+974 44603600

(ADMIN.)

DESCRIPTION	QUANTITY	RATE	TOTAL
CHARGES FOR SUPPLIED CASUAL STAFFS FOR DANDY COMPANY (DPF) AT NEW IND.AREA ST-NO.02 FOR THE MONTH OF NOVEMBER'2023 (56)	56	111.00	6,216.00
Subtotal			6,216.00
QAR.SIX THOUSAND TWO HUNDRED AND SIXTEEN ONLY.			Total 6,216.00

Make all cheques payable to MBC Service Trading & Contracting
 Barwa Bank | A/C #: 100000418437 | IBAN: QA20BRWA000000000100000418437



Thank you for your business!

received
 14/12/2023 2

DANDY (PLASTIC DIVISION-CLEANING) NEW IND.AREA TIMESHEET FOR NOVEMBER'2023

NOVEMBER'2023		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	TOTAL
NEW IND.AREA		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	TOTAL
1	MR.ASAD	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	28	
2	MR.MONIK MIAH	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	28	
		2	2	0	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	0	2	2	2	2	56		



* External manpower attendance & Page #1

SL.NO.	NAME	COMPANY	DESIGNATION	SIGNATURE	IN TIME	OUT TIME	DATE
11	MANIK	M-B-C	Cleaner		07:45	19:55	MANIK
20	ASAD	M-B-C	Cleaner	Amz	07:45	19:55	Amz
							01/11/2023
11	MANIK	M-B-C	Cleaner	MANIK	07:45	19:55	MANIK
20	ASAD	M-B-C	Cleaner	Amz	07:45	19:55	Amz
							02/11/2023
11	MANIK	M-B-C	Cleaner	MANIK	07:45	19:55	MANIK
20	ASAD	M-B-C	Cleaner	Amz	07:45	19:55	Amz
							03/11/2023
11	MANIK	M-B-C	Cleaner	MANIK	07:45	19:55	MANIK
20	ASAD	M-B-C	Cleaner	Amz	07:45	19:55	Amz
							04/11/2023
11	MANIK	M-B-C	Cleaner	MANIK	07:45	19:55	MANIK
20	ASAD	M-B-C	Cleaner	Amz	07:45	19:55	Amz
							05/11/2023
11	MANIK	M-B-C	Cleaner	MANIK	07:45	19:55	MANIK
20	ASAD	M-B-C	Cleaner	Amz	07:45	19:55	Amz
							06/11/2023
11	MANIK	M-B-C	Cleaner	MANIK	07:45	19:55	MANIK
20	ASAD	M-B-C	Cleaner	Amz	07:45	19:55	Amz
							07/11/2023
11	MANIK	M-B-C	Cleaner	MANIK	07:45	19:55	MANIK
20	ASAD	M-B-C	Cleaner	Amz	07:45	19:55	Amz
							08/11/2023
11	MANIK	M-B-C	Cleaner	MANIK	07:45	19:55	MANIK
20	ASAD	M-B-C	Cleaner	Amz	07:45	19:55	Amz
							09/11/2023
11	MANIK	M-B-C	Cleaner	MANIK	07:45	19:55	MANIK
20	ASAD	M-B-C	Cleaner	Amz	07:45	19:55	Amz
							10/11/2023
11	MANIK	M-B-C	Cleaner	MANIK	07:45	19:55	MANIK
20	ASAD	M-B-C	Cleaner	Amz	07:45	19:55	Amz
							11/11/2023
11	MANIK	M-B-C	Cleaner	MANIK	07:45	19:55	MANIK
20	ASAD	M-B-C	Cleaner	Amz	07:45	19:55	Amz
							12/11/2023
11	MANIK	M-B-C	Cleaner	MANIK	07:45	19:55	MANIK
20	ASAD	M-B-C	Cleaner	Amz	07:45	19:55	Amz
							13/11/2023
11	MANIK	M-B-C	Cleaner	Amz	07:45	19:55	Amz
20	MANIK	M-B-C	Cleaner	MANIK	07:45	19:55	MANIK
							14/11/2023
11	MANIK	M-B-C	Cleaner	MANIK	07:45	19:55	MANIK
20	ASAD	M-B-C	Cleaner	Amz	07:45	19:55	Amz

* External man power attendance * Page #2

DANDY PLASTIC FACTORY

Tel +974-44162015 Fax+974-44821808

No: DPF/P2022/011 BASE DETAILS OF SERVICE MEMO

SERVICE MEMORANDUM

Date : 28-Dec-2022

Nature Service	External Maintenance Supply for the year 2023 [Chambers]		
Department	Field/Warehouse/Admin		
Service Type	Recurrent	<input checked="" type="checkbox"/>	One Time
		<input type="checkbox"/>	<input type="checkbox"/>

This SM is to source 2 external manpower for factory cleaning and hygiene activities.

This SM is from 1st January 2023 till 31st December 2023.

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

This SM is for 12 months, in case of any increase in per hour rates, we will revise the SM.

No	Supplier Name	Service Description	Country	Unit Price for the month (AED)	Unit Price for the month (3days)	Unit Price/Day/Hour	Rate/Hour	No of Man days	Total - Or	Service Period in Months	Remarks
1	MATIC Service Trading & Contracting	External	Oman	3,441	111,60	9,25	750	81,030	12	30 days credit	
2	Well Wish Trading Contracting & Cleaning W.L.L	External	Oman	3,441	111,60	9,25	750	81,030	12	30 days invoicing and 15 days credit	
3	Babigo Cleaning Services W.L.L	Mainpower	Oman	3,441	111,60	9,25	750	81,030	12	30 days invoicing and 15 days credit	

* All the imported documents are attached herewith

No	Supplier Name	Service Description	Country	RECOMMENDED SERVICE PROVIDER				Others [specify]	BUDGET DETAILS		Remarks: If not budgeted, please justify
				Unit Price/Day/Hour	Rate/Hour	No of Man days	Total - Or		Service Period in Months		
1	MATIC Service Trading & Contracting	External	Oman	3,441	111,60	9,25	750	81,030	12	30 days credit	
2	Well Wish Trading Contracting & Cleaning W.L.L	External	Oman	3,441	111,60	9,25	750	81,030	12	30 days invoicing and 15 days credit	
3	Babigo Cleaning Services W.L.L	Mainpower	Oman	3,441	111,60	9,25	750	81,030	12	30 days invoicing and 15 days credit	

Supplier selection criteria(s) :

Better Quality Lowest bidder

Particulars	Amount (AED)
Budgeted value for the requested service/programme	121,545
Budget utilized till last service	
Balance available for this service	121,545
(Projected as per this service memorandum)	81,030
Surplus/(deficit)	40,515

AUTHORIZATION / APPROVAL

Mr. Farook
Manager - HR & Admin
21/12/2022

Tariq Naam
Senior Manager - Human Resources
28/12/2022

Adnan Akbar
Production Manager
29/12/2022

Adnan Mezriji
General Manager
02/01/2023

Aliyug Kapoor
Manager Finance
29/12/2022

S.A

Dear Mr.Imran

Please find the below pending payment statement as at 30thNovember'2023 of M/S. Dandy Company (DPF).

Kindly make arrangements to pay our due as soon as possible

Company : Dandy Company (DPF)		Date: 13-12-2023	
S/N	Invoice Date	Invoice No	Amount
1	30-11-2023	2225	6,216.00
			6,216.00

Thanks & Regards

M. Hunais Moosin

Admin Manager | Direct Tel. 44647673 • Mobile 77609709



MBC Service Trading & Contracting

Phone : +974 4464 7673
Fax : +974 4464 7673
Email : mbcleaningqatar@gmail.com
Website : www.mbcqatar.weebly.com
P.O Box : 80090

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MBC SERVICE TRADING & CONTRACTING
P.O.BOX 80090, DOHA,
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Account statement

Date
14.12.2023

Telephone

Fax

Your account with us
20300697

Account statement from 01.01.2023 to 14.12.2023

Invoice Number	Doc. Date	Trans- action	Curr- ency	Amount	Clearing
Balance carried forward	01.01.2023		QAR	8,991.00-	
2334000091	22.01.2023	KZ	QAR	8,991.00-	2334000091
2334000091	22.01.2023	KZ	QAR	8,991.00	2334000091
CHQ.#00001136DND	22.01.2023	KZ	QAR	8,991.00	2334000091
2164	31.01.2023	RE	QAR	5,994.00-	2334000092
2334000040	16.02.2023	KZ	QAR	5,994.00	2334000092
2334000092	16.02.2023	KZ	QAR	5,994.00-	2334000092
2334000092	16.02.2023	KZ	QAR	5,994.00	2334000092
2171	28.02.2023	RE	QAR	5,328.00-	2334000220
2334000220	19.03.2023	KZ	QAR	5,328.00-	2334000220
2334000220	19.03.2023	KZ	QAR	5,328.00	2334000220
CHQ.#00001198DND	19.03.2023	KZ	QAR	5,328.00	2334000220
2174	31.03.2023	RE	QAR	6,327.00-	2334000219
2334000219	04.04.2023	KZ	QAR	6,327.00-	2334000219
2334000219	04.04.2023	KZ	QAR	6,327.00	2334000219
CHQ.#00001220DND	04.04.2023	KZ	QAR	6,327.00	2334000219
2179	30.04.2023	RE	QAR	5,994.00-	2334000726
2188	31.05.2023	RE	QAR	6,660.00-	2334000926
2334000726	04.06.2023	KZ	QAR	5,994.00-	2334000726
2334000726	04.06.2023	KZ	QAR	5,994.00	2334000726
CHQ.#00001274DND	04.06.2023	KZ	QAR	5,994.00	2334000726
2334000926	24.06.2023	KZ	QAR	6,660.00-	2334000926
2334000926	24.06.2023	KZ	QAR	6,660.00	2334000926
CHQ.#00001782DND	24.06.2023	KZ	QAR	6,660.00	2334000926
2190	30.06.2023	RE	QAR	5,994.00-	2334000927
2334000927	20.07.2023	KZ	QAR	5,994.00-	2334000927
2334000927	20.07.2023	KZ	QAR	5,994.00	2334000927

MBC SERVICE TRADING & CONTRACTING
 P.O.BOX 80090, DOHA,
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Date
 14.12.2023

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 2

Invoice Number	Doc. Date	Trans- action	Curr- ency	Amount	Clearing
CHQ.#00000453DND	20.07.2023	KZ	QAR	5,994.00	2334000927
2201	31.07.2023	RE	QAR	21,600.00-	2334001180
2203	31.07.2023	RE	QAR	6,771.00-	2334001180
CHQ#482	17.08.2023	KZ	QAR	28,371.00	2334001180
2207	31.08.2023	RE	QAR	36,396.00-	2334001375
2208	31.08.2023	RE	QAR	6,771.00-	2334001375
CHQ#0000053925.09.2023	KZ	QAR	43,167.00	2334001375	
2210	30.09.2023	RE	QAR	6,549.00-	2334001511
2221	31.10.2023	RE	QAR	6,660.00-	2334001556
CHQ#0000144405.11.2023	KZ	QAR	6,549.00	2334001511	
CHQ#0000147126.11.2023	KZ	QAR	6,660.00	2334001556	
2225	30.11.2023	KR	QAR	6,216.00-	
Final balance 14.12.2023:				6,216.00-	