

| <b>Ummsaid Bakery Dubai Branch</b><br>P.O Box: 393497, DIP 2, Dubai, U.A.E<br>Tel: +971 4 8833 303, Email: contact@rise-uae.ae   |   |                   |               |  |               |                 |                     |                    |                           |   |  |  |  |
|--|---|-------------------|---------------|--|---------------|-----------------|---------------------|--------------------|---------------------------|---|--|--|--|
| No: UBD/PM/2023/020  |   |                   |               | PURCHASE MEMORANDUM  |               |                 |                     | Date : 10-Mar-2023 |                           |   |  |  |  |
| BASIC DETAILS  |   |                   |               | IF CAPEX, NATURE OF CAPEX  |               |                 |                     |                    |                           | LAST PURCHASE                                     |  |  |  |
| Item / Asset Title : Cake Sorb / Potassium sorbate   |   |                   |               | a) Expansion <input type="checkbox"/> b) Capacity enhancement <input type="checkbox"/>         |               |                 |                     |                    |                           | Supplier name : Fanar COO : China                 |  |  |  |
| Type of Item / Asset : Raw Material  |   |                   |               | c) Cost reduction <input type="checkbox"/> d) Replacement <input type="checkbox"/>             |               |                 |                     |                    |                           | Total value : 6,720 Dhs Rate : 28 Dhs/kg          |  |  |  |
| Department : Bakery- Production  |   |                   |               | e) Office equipments <input type="checkbox"/> f) Furniture & Fittings <input type="checkbox"/> |               |                 |                     |                    |                           | Total Qty : 240 Kg                                |  |  |  |
| Type of expenditure : Capital <input type="checkbox"/> Revenue <input checked="" type="checkbox"/>   |   |                   |               | g) Others (specify) <input type="checkbox"/>   |               |                 |                     |                    |                           | Pur. Memo. No : UBD-PM-2022-064 Date : 27/12/2022 |  |  |  |
| REASON/OBJECTIVE OF THIS PURCHASE  |   |                   |               |  |               |                 |                     |                    |                           |   |  |  |  |
| 1) Potassium sorbate or cake sorb is required for the production cakes & slice brown breads.<br>2) Quantity request through this PM is 225 Kg for consumption during a period of 3 months (APR-JUN 2023). Approximate average monthly consumption will be 75 kg.<br>3) OPM supplier (Only Single quotation available). |   |                   |               |  |               |                 |                     |                    |                           |   |  |  |  |
| RISKS/CONCERNS/NON-COMPLIANCE OF SOPs or POLICY  |   |                   |               |  |               |                 |                     |                    |                           |   |  |  |  |
| QUOTED SUPPLIER(S) DETAILS   |   |                   |               |  |               |                 |                     |                    |                           |   |  |  |  |
| No   | Party Name  | Country of Origin | Shipment Term | Currency   | Quoted rate   | Negotiated rate | Exchange rate       | Rate in AED        | Quantity Specify UOM (kg) | Total - AED                                       | Payment Term / Mode                      | Remarks  |  |
| 1  | Fanar Al Khaleej Tr.<br>(Cake Sorb/Potassium sorbate) | China             | Door to door  | AED  | 30.00         | 30.00           | 1.00                | 30.00              | 225                       | 6,750   | 60 Days credit                           | 1) 5% VAT amount is exclusive.<br>2) Approved supplier & Quality.<br>3) OPM supplier |  |
| * All the supported quotations should be attached  |   |                   |               |  |               |                 |                     |                    |                           |   |  |  |  |
| RECOMMENDED SUPPLIER DETAILS   |   |                   |               |  |               |                 |                     |                    |                           |   |  |  |  |
| Party Name   | Country of Origin                                     | Shipment Mode     | Shipment Term | Negotiated rate  | Exchange rate | Rate in AED     | Quantity/ Volume-kg | Total - AED        | Payment Mode              | Date of shipment                                  | Date of arrival                          | Period of completion   |  |
| Fanar Al Khaleej Tr.<br>(Cake Sorb/Potassium sorbate)  | China   | Ex-Stock          | Door to door  | 30.00  | 1.00          | 30.00           | 225                 | 6,750              | 60 Days credit            | April-2023 onwards based upon our LPO schedule.   | 1-2 days from the date of receiving LPO. | Apr-Jun 2023.  |  |
| Total=   |   |                   |               |  |               |                 |                     | 6,750              |                           |   |  |  |  |
| Supplier selection criteria(s) ;<br>Better quality <input checked="" type="checkbox"/> Lowest bidder <input type="checkbox"/> Reputed supplier <input checked="" type="checkbox"/> Others (specify) <input checked="" type="checkbox"/> OPM Supplier   |   |                   |               |  |               |                 |                     |                    |                           |   |  |  |  |
| BUDGET DETAILS   |   |                   |               |  |               |                 |                     |                    |                           |   |  |  |  |
| Particulars  |   |                   |               | Amount (AED)   |               |                 |                     |                    |                           |   |  |  |  |
| Budgeted value for the requested Capex/expense   |   |                   |               |  |               |                 |                     |                    |                           |   |  |  |  |
| Budget utilized til last purchase  |   |                   |               |  |               |                 |                     |                    |                           |   |  |  |  |
| Balance available for this purchase  |   |                   |               |  |               |                 |                     |                    |                           |   |  |  |  |
| Proposed as per this purchase memorandum   |   |                   |               |  |               |                 |                     |                    |                           |   |  |  |  |
| Surplus/(Deficit)  |   |                   |               |  |               |                 |                     |                    |                           |   |  |  |  |

Ajmal

Ajmal,

Executive Purchase

13/03/2023

Shahid Malik

Shahid Malik

Production Manager

16/03/2023

Azeem

Azeem,

Chief Accountant

18/03/2023

Shakir Shaikh

Shakir Shaikh

Assistant Manager • Finance

20/03/2023

Sameer Mohammed

Sameer Mohammed

Senior Manager • Finance

20/03/2023

Abraham Puthoor

Abraham Puthoor

Dy General Manager

20/03/2023