

Umm Said Bakery

P.O.Box : 1444

No: USB/2022/379

PURCHASE MEMORANDUM

Date: 25-07-2022

BASIC DETAILS		IF CAPEX, NATURE OF CAPEX		LAST PURCHASE	
Item / Asset Title	: Calcium Propionate	a) Expansion <input type="checkbox"/>	b) Capacity enhancement <input type="checkbox"/>	Supplier name	: United Industrial, Doha Qatar COO: Netherland
Type of Item / Asset	: Raw Material	c) Cost reduction <input type="checkbox"/>	d) Replacement <input type="checkbox"/>	Total value	: QAR.165,600/- Rate : QAR. 13.80/- Kg
Department	: Production	e) Office equipments <input type="checkbox"/>	f) Furniture & Fittings <input type="checkbox"/>	Total Qty	: 12,000/- kgs
Type of expenditure	: Capital <input type="checkbox"/> Revenue <input checked="" type="checkbox"/>	g) Others (specify) <input type="checkbox"/>		Pur. Memo. No	: USB/2022/068 Date : 6/2/2022

Note: Pls attach feasibility study if a /b / c is/are applicable.

REASON/OBJECTIVE OF THIS PURCHASE

- 1-Calcium propionate is used for Bread & cakes.
 2- There is price impact of approx. QAR. 48,000/- (QAR1.20/Kg which is approx. 8.69%) as compared to last purchase. This impact is due to increase in freight & raw material costs globally.
 3-The quantity in this PM along with existing stocks will cover for approx. 13 months requirement. Delivery will be staggered for ensuring fresh production date stock.
 4-Delivery will be based upon production delivery schedule.

RISKS/CONCERNS/NON-COMPLIANCE OF SOPs or POLICY

QUOTED SUPPLIER(S) DETAILS

No	Party Name / Description	Country of origin	Shipment Term	Currency	Quoted rate	Negotiated rate	Exchange rate	Quantity kg	Amount FC	Total - Qr.	Payment Term / Mode	Remarks
1	United Industrial (Reda Materials), Doha Qatar	Netherland	Door delivered	QAR	15.00	15.00	1.00	40,000	N/A	600,000	90 days credit	1-Approved Quality. 2-Partial delivery & partial payment acceptable.
2	Adinsa Trading, Doha Qatar	Germany		QAR	17.00	17.00	1.00	40,000	N/A	680,000	90 days credit	Price advantage in ordering from United Industrial Materials
3	Gulf Stream, Doha Qatar	India			19.00	19.00	1.00	40,000	N/A	760,000	60 Days credit	

* All the supported quotations are attached

RECOMMENDED SUPPLIER DETAILS

Party Name / Description	Country of origin	Shipment Mode	Shipment Term	Negotiated rate	Exchange rate	Quantity Kg	Amount FC	Total - Qr.	Payment Mode	Date of shipment	Date of arrival	Period of completion
United Industrial (Reda Materials), Doha Qatar	Netherland	Road	Door delivered	15.00	1.00	40,000	N/A	600,000	90 days credit	N/A	N/A	Schedule will be provided to the supplier as per bakery production schedule at the time of order confirmation.

Supplier selection criteria(s) :

 Better quality ☒ Lowest bidder ☒ Reputed supplier ☒ Others (specify) ☒ ... Approved quality

BUDGET DETAILS

Particulars	Amount (QAR)
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)	

AUTHORIZATION / APPROVAL

<i>Khalid Wase</i>	<i>Istafa Mohammed</i>	<i>Tayyab Mohammad</i>	<i>Sameer Mohammed</i>	<i>Hamed Bushra</i>	<i>Sabeem Bhat</i>	<i>Khaja</i>	<i>Tarique Mohammad</i>	<i>Sheikh Mansoor</i>
Khalid Wase	Istafa Mohammed	Tayyab Mohammad Azam	Sameer Mohammed	Hamed Bushra	Sabeem Bhat	Khaja Buhaidin	Tarique Mohammad	Sheikh Mansoor
Officer - Procurement	Asst. Manager - Purchase	Senior Manager - Procurement	Senior Manager - Finance	General Manager	General Manager	Asst. Vice President - Finance	Chief Executive Officer	Board Member
7/27/2022	7/28/2022	7/28/2022	7/28/2022	7/28/2022	7/28/2022	7/31/2022	7/31/2022	7/31/2022

PURCHASE ORDER

Umm Said Bakery

1444, Meena Street Doha Port

City : Doha

Country: Qatar

Tel : 44415000

Fax: 4443 8137

Email:

PO Box: 1444



PURCHASE ORDER DETAILS

PO No. USBLDPO0008-0822 PO Date 01/08/2022
 PO Amend No. Amend Date
 PO Status CLOSED PO Type GENERAL
 Project Code Offer No
 Project Name

TERMS & CONDITIONS

Pay Term 90 DAYS
 Pay Mode CHECK
 Currency QAR
 Invoice To Umm Said Bakery
 Import NO
 INCO Terms NONE
 Mode of Transport ROAD
 Partial Shipment YES
 Transshipment NO
 Remarks USB/2022/379

SUPPLIER DETAILS

Supplier Name UNITED INDUSTRIAL MATERIALS
 Supplier code VD001006 Contact Address
 Contact Person HATEM ELDERA 28TH FLOOR, OFFICE NO. 2,
 Tel No. 44604654 QATAR TOWER, M AJLIS AL
 Fax 44604653 TAAWON ST.P.O.BOX 23376,
 Mobile 55141164
 Email

ITEM DETAILS

S.No	Po Line	Item Code and Description	Sh.No	Need Date	UOM	Quantity	Unit Rate	Value
1	1	RMPRES0026-CALCIUM PROPIONATE .	1	31/08/2022	KG	12,000.0000	15.0000	180,000.00

GRAND TOTAL 180,000.00

Amount in Words : One Hundred Eighty Thousand Riyal Only

Delivery Address : MAIN WAREHOUSE
 1444, MEENA STREET
 DOHA PORT

For Umm Said Bakery

(Authorized Signatory)

Prepared By: Khalid Wase

Approved By: Saheem Bhat

13/02/2023

03:53:16 PM

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Document Details

Show 10 entries

Search: 2022/446

Doc-No الرقم	Doc Type/وصف	Purpose وصف	Status وصف	Created Date تم التحديث بواسطة	Last Updated By تم التحديث بواسطة
<u>USR/2022/446-0</u>	Purchase Memorandum	Cake Sorb for using as preservative for various bakery products	Approved	27/Sep/2022	Sheikh Mansoor

Showing 1 to 1 of 1 entries (filtered from 1,029 total entries)

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Task Details

Level	User	Status	Allocated Time	Completed Time	Comments
Creator	Khalid Wase	Approved	27/09/2022 08:38:39 AM	27/09/2022 08:38:39 AM	As per PM
Level1	Istafa Mohammed	Approved	27/09/2022 08:38:39 AM	29/09/2022 09:09:39 AM	
Level2	Tayyab Mohammad Azam	Approved	29/09/2022 09:09:39 AM	29/09/2022 02:09:42 PM	
Level3	Sameer Mohammed	Approved	29/09/2022 02:09:42 PM	03/10/2022 09:24:42 AM	
Level4	Hamed Bushra	Approved	03/10/2022 09:24:42 AM	03/10/2022 10:04:11 AM	
Level5	Saheem Bhat	Approved	03/10/2022 10:04:11 AM	03/10/2022 04:59:36 PM	
Level6	Khaja Bahauddin	Approved	03/10/2022 04:59:36 PM	05/10/2022 09:59:29 AM	
Level7	Tarique Mohammad	Approved	05/10/2022 09:59:29 AM	05/10/2022 10:40:01 AM	
Level8	Sheikh Mansoor	Approved	05/10/2022 10:40:01 AM	05/10/2022 01:10:46 PM	

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Umm Said Bakery P.O. Box : 1444															
No: USB/2022/446		PURCHASE MEMORANDUM										9/25/2022			
BASIC DETAILS					IF CAPEX, NATURE OF CAPEX					LAST PURCHASE					
Item / Asset Title : Cake Sorb					a) Expansion <input type="checkbox"/> b) Capacity enhancement <input type="checkbox"/>					Supplier name : United Industrial Materials COO: China					
Type of Item / Asset : Preservative					c) Cost reduction <input type="checkbox"/> d) Replacement <input type="checkbox"/>					Total value : QAR 52,740 Rate : QAR 29.30/- per kg					
Department : Bakery - Production					e) Office equipments <input type="checkbox"/> f) Furniture & Fittings <input type="checkbox"/>					Total Qty : 1,800kg					
Type of expenditure : Capital <input type="checkbox"/> Revenue <input checked="" type="checkbox"/>					g) Others (specify) <input type="checkbox"/>					Pur. Memo. No : USB/2022/340 Date : 4/14/2022					
Note: Pls attach feasibility study if a/b/c is/are applicable.															
REASON/OBJECTIVE OF THIS PURCHASE															
1. Re-ordering Cake Sorb for using as preservative for various bakery products. 2. The ordered quantity will provide coverage for approx. 6 months. Shelf life of the product is 12 months. 3. The supplier has agreed to maintain the same price as last purchase in April.															
RISKS/CONCERNS/NON-COMPLIANCE OF SOPs or POLICY															
3rd quotation not available.															
QUOTED SUPPLIER(S) DETAILS															
No	Party Name / Description		Country of origin	Shipment Term	Currency	Quoted rate/kg	Negotiated rate/kg	Exchange rate	Estimated Door Delivered Cost/kg	Quantity Kg	Amount FC	Total - Qar.	Payment Term / Mode	Remarks	
1	United Industrial Materials, Qatar	Cake Sorb	China	Door to door	QAR	29.30	29.30	1.00	29.30	4,800	N/A	140,640	30 Days credit	1. Quality has been approved 2. Partial delivery & partial payment applicable 3. Quantity tolerance of +/- 10% is acceptable.	
2	Gulf Stream Trading	Cake Sorb	India	Door to door	QAR	55.00	55.00	1.00	55.00	4,800	N/A	264,000	60 Days credit	Price advantage in ordering from United Industrial	
* All the supported quotations are attached															
RECOMMENDED SUPPLIER DETAILS															
Party Name / Description		Country of origin	Shipment Mode	Shipment Term	Negotiated Amount	Exchange rate	Quantity Kg	Amount FC	Total - Qar.	Payment Mode	Date of shipment	Date of arrival	Period of Completion		
United Industrial Materials, Qatar		Cake Sorb	China	NA	Door to door	29.30	1.00	4,800	N/A	140,640	30 Days credit	N/A	As per production schedule		
Supplier selection criteria(s) : Better quality Lowest bidder Reputed supplier Others (specify) ... Approved Quality															
BUDGET DETAILS															
Particulars						Amount (QAR)									
Budgeted value for the requested capex/ expense															
Budgeted utilized till last purchase															
Balance available for this purchase															
Proposed as per this purchase memorandum															
[Surplus/ (Deficit)]															
AUTHORIZATION / APPROVAL															

PURCHASE ORDER

Umm Said Bakery

1444, Meena Street Doha Port

City : Doha

Country: Qatar

Tel : 44415000

Fax: 4443 8137

Email:

PO Box: 1444


PURCHASE ORDER DETAILS

PO No.	USBLDPO0050-1022	PO Date	09/10/2022
PO Amend No.		Amend Date	
PO Status	CLOSED	PO Type	GENERAL
Project Code		Offer No	
Project Name			

TERMS & CONDITIONS

Pay Term	90 DAYS
Pay Mode	CHECK
Currency	QAR
Invoice To	Umm Said Bakery
Import	NO
INCO Terms	NONE
Mode of Transport	ROAD
Partial Shipment	YES
Transshipment	NO
Remarks	USB/2022/446

SUPPLIER DETAILS

Supplier Name	UNITED INDUSTRIAL MATERIALS		
Supplier code	VD001006	Contact Address	
Contact Person	HATEM ELDERA	28TH FLOOR, OFFICE NO. 2,	
Tel No.	44604654	QATAR TOWER, M AJLIS AL	
Fax	44604653	TAAWON ST.P.O.BOX 23376,	
Mobile	55141164	QATAR	
Email			

ITEM DETAILS

S.No	Po Line	Item Code and Description	Sh.No	Need Date	UOM	Quantity	Unit Rate	Value
1	1	RMPRES0025-CAKE SORB .	1	30/11/2022	KG	2,700.0000	29.3000	79,110.00
2	2	RMPRES0025-CAKE SORB .	1	30/11/2022	KG	1,500.0000	29.3000	43,950.00
3	3	RMPRES0025-CAKE SORB .	1	30/11/2022	KG	600.0000	29.3000	17,580.00

GRAND TOTAL
140,640.00
Amount in Words : One Hundred Forty Thousand Six Hundred Forty Riyal Only

Delivery Address : MAIN WAREHOUSE
1444, MEENA STREET
DOHA PORT

For Umm Said Bakery
(Authorized Signatory)

Prepared By: Khalid Wase

Approved By: Saheem Bhat

13/02/2023

03:52:57 PM

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