

Ummsaid Bakery Dubai Branch

P.O Box No: 393497, DIP-2, Dubai - U.A.E
Tel: +971 4 8833 303, Email: contact@ride-uae.ae

No: UBD/PM/2022/090

PURCHASE MEMORANDUM

Date : 28-Dec-2022

BASIC DETAILS		IF CAPEX, NATURE OF CAPEX		LAST PURCHASE	
Item / Asset Title	Tools	a) Expansion	<input type="checkbox"/>	Supplier name	Kardesan
Type of Item / Asset	3 Strapped loaf pan with lid	c) Cost reduction	<input type="checkbox"/>	Total value	USD: 21,205.00
Department	Production	e) Office equipments	<input type="checkbox"/>	Total Qty	1 Lot
Type of expenditure	Capital <input checked="" type="checkbox"/> Revenue <input type="checkbox"/>	g) Others (specify)	<input type="checkbox"/>	Pur. Memo. No	UBD-PM-2020-009
		Note: Pls attach feasibility study if a /h / e is/are applicable.		Date	25/08/2020

REASON/OBJECTIVE OF THIS PURCHASE

- Existing 300 pans were purchased in 2021 when average daily order for 1100g bread variant was only 700 loaves.
- Now average daily order for the same variant is 3,200 loaves and we consequently require additional Pans required to streamline production for better efficiency and improve quality.
- Currently same set of pans are being recirculated 3 to 4 times to fulfill the demand, this process is slowing down our baking efficiency. With the new pans, we can save about 50 minutes of baking time.
- Induction of additional pans will facilitate adequate cooling period for loaves before slicing and this will improve the product quality.
- Existing pans are getting deformed due to continuous usage, resulting in product shape related complaints.

RISKS/CONCERNS/NON-COMPLIANCE OF SOPs or POLICY

To Avoid interruptions in our daily operations.

QUOTED SUPPLIER(S) DETAILS									
No	Party Name	Country of Origin	Shipment Term	Currency	Quoted rate	Exchange rate	Negotiated rate	Quantity UOM-Pcs	Amount in Foreign currency
1)	3 Strapped loaf pan (FUJIAN PARAGONS)	China	Ex-Works	USD	19.90	3.67	19.90	400	7,960.00
	Whole lid with handle (FUJIAN PARAGONS)				11.50	3.67	11.50	400	4,600.00
								Total=	12,560.00
								Discount (5% Off)	628.00
2)	Toast pan - 310x744mm with lid & Tin (Kardesan)	Turkey	Ex-Works	USD	47.00	3.67	47.00	400	18,800.00
								Tooling cost=	3,250
								Total Cost=	22,050.00
								Freight Charges=	1,500
3)	3 Strap-Toast pan 310x744mm (WUXI)	China	Ex-Works	USD	38.90	3.67	38.90	400	15,560.00
	Pan Lid (WUXI)				18.60	3.67	18.60	400	7,440.00
								Total Cost=	23,000.00
								Freight Charges=	734.64
Total=									85,218.24

Selected Supplier									
Party Name	Country of Origin	Shipment Mode	Shipment Term	Exchange rate	Negotiated rate	Rate in AED	Quantity Volume - lot	Total - AED.	Payment Mode
FUJIAN PARAGONS (Toast/loaf Pans & Lids)	China	CIF-Jebel Ali	Ex-Works	3.67	13,432.00	49,338.42	1 Lot	49,338.42	30% as advance, Balance 70% before the shipment.
Total=									49,338.42

Supplier selection criteria(s) :
 Better quality ☒ Lowest bidder ☒ Reputed supplier ☒ Others (specify) ☐

BUDGET DETAILS		Amount (AED)
Particulars		
Budgeted value for the requested Capex/expense		120,000
Budget utilized till last purchase		(65,016)
Balance available for this purchase		54,984
Proposed as per this purchase memorandum		(49,338)
Surplus/(Deficit)		5,646

Ajmal . Executive Purchase 28/12/2022	Abraham Puthoor Dy General Manager 28/12/2022	Shakir Shaikh Assistant Manager - Finance 30/12/2022	Sameer Mohammed Senior Manager - Finance 31/12/2022	Abraham Puthoor Dy General Manager 02/01/2023	Khalifa Asst. Vice President - Finance 05/01/2023	Tarique Mohammed Chief Executive Officer 06/01/2023
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PURCHASE ORDER

Ummsaid Bakery Dubai

PO Box: 393497, Building 25, Street 29, DIP 2

Dubai China

Email:

Tel:04 8833303 Fax: 04 8878751



PURCHASE ORDER DETAILS

PO No. 5550201733 PO Date 12/01/2023
PO Amend No. Amend Date
PO Status Open Type General
Project Code Offer No
Project Name Pur Group 139-NONE

SUPPLIER DETAILS

Supplier Name FUJIAN PARAGONS FOOD APPLIANCE CO.,
Supplier Code 20301438
Contact Person MS. SUNNY LIU Contact Address JINGCHENG HIGH TECHNOLOGY ZONE
Tel No. 008618759227703
Fax Country -China
Mobile
Email sunny@bakingdomgroup.com

TERMS & CONDITIONS

Pay Term 30DEPADV&70BFDE
Currency USD
Invoice To Ummsaid Bakery Dubai
Pay Mode Pre-Numbered Cheques
Import YES
INCO Terms CIF-Jebal Ali
Mode of Transport
Partial Shipment Yes
Transshipment
Remarks

ITEM DETAILS

S.No	PO Line	Item Code and Description	Sh.No	Need Date	UOM	Quantity	Unit Rate	Value
1	00010	Super Jumbo Bread Pan	0001	30/01/2023	EA	400.00	31.40	12,560.00

Gross Price 12,560.00
Discount -628.00
Frgh Inwrd Chrg Int 1,500.00
Grand Total 13,432.00

Amount in Words:

For Ummsaid Bakery Dubai

Delivery Address : Ummsaid Bakery Dubai

(Authorized Signatory)

Document Level Note :

Created by: Ajmal Valiyakath

Approved By: Abraham Puthoor