

No: QFI/2022/216

PURCHASE MEMORANDUM

Date : 14-Apr-2022

BASIC DETAILS		IF GAPEX, NATURE OF GAPEX		LAST PURCHASE	
Item / Asset Title	: Crude Sunflower Oil	a) Expansion	<input type="checkbox"/>	b) Capacity enhancement	<input type="checkbox"/>
Type of Item / Asset	: Raw Material	c) Cost reduction	<input type="checkbox"/>	d) Replacement	<input type="checkbox"/>
Department	: Production	e) Office equipments	<input type="checkbox"/>	f) Furniture & Fittings	<input type="checkbox"/>
Type of expenditure	: Capital <input type="checkbox"/> Revenue <input checked="" type="checkbox"/>	g) Others (specify)	<input type="checkbox"/>		
Supplier name : Emirates Refining Co. Ltd (IFCO)					
Total value : USD 2,170,000/-					
Rate : USD 2,170/MT					
Total Qty : 1,000 MT					
Pur. Memo. No : QFI/2022/190					
Date : 31/03/2022					

REASON/OBJECTIVE OF THIS PURCHASE

- 1-Ordering Crude Sunflower Oil in bulk packing (flexibag) required for processing Sunflower Oil in our refinery to maintain stock for selling in local market.
- 2-Quality approved based on Specifications as we are buying from this supplier for first time.
- 3-Product origin is Ukraine, however, same will be shipped from Poland or Romania Port and accordingly War risks will be covered under marine insurance by QIC
- 4-There is cost impact of USD 10/MT x 500 MT = USD 5,000/- equivalent QAR 18,400/- as compared to last purchase with Emirates Refining Co. Ltd (IFCO).
- 5-Detailed planning has been attached.

RISKS/CONCERNS/NON-COMPLIANCE OF SOPs or POLICY

- 1-Going ahead with single quote as other quotes are not available.
- 2-Payment - 100% TT against copy of shipping documents without BG.
- 3-Effective 01st Apr-22 as per circular from Qatar customs Original documents are mandatorily required for clearance. We have applied and received exceptional approval from Ministry for clearance against copy documents from Ukraine as telex release will be arranged by supplier after payment. However, 1% penalty of the invoice value will be applicable as supplier is unable to provide attested original invoice to us. This is a third party deal, non-attested invoice will be issued from USA. Hence, we have taken this 1% penalty in costing while taking the purchase decision.

QUOTED SUPPLIER(S) DETAILS												
No	Party Name	Country of Origin	Shipment Term	Currency	Quoted rate/MT	Negotiated rate/MT	Exchange rate	Quantity MT	Amount FC	Total - Qr.	Payment Term / Mode	Remarks
1	Satellite DK LLC, USA (Hill Sun Services Pte Ltd, Singapore)/ Crude Sunflower Oil	Ukraine	CFR	USD	2,180	2,180	3.68	500	1,090,000	4,011,200	100% TT against copy of shipping documents without BG	1-Cost QAR: 4,000/container (apprx.) for clearance, insurance, legalisation, transportation, delivery order etc. any other port / shipping line charges is not included in this PM. 2-The above cost is indicative only. However actual will be paid by us at the time of clearance. 3-Quantity Tolerance +/- 10 % acceptable. 4-Partial delivery & payment is acceptable. 5-Insurance will be taken care by Business Unit. 6-Crude oil is duty exempted and exemption will be arranged. In case of any issue in custom tariff and in the event of rejection of exemption request, 5% duty will be paid by us.

* All the supported quotations are attached

RECOMMENDED SUPPLIER DETAILS									
No.	Party Name	Country of Origin	Shipment Mode	Shipment Term	Negotiated rate/mt	Exchange rate	Quantity MT	Amount FC	Total - Qr.
1	Satellite DK LLC, USA (Hill Sun Services Pte Ltd, Singapore)/ Crude Sunflower Oil	Ukraine	Sea	CFR	2,180	3.68	500	1,090,000	4,011,200
					As mentioned above		During April/May 2022		
					40,112		Apprx. One month from dispatch		
					TOTAL QAR		4,051,312		

Supplier selection criteria(s) :

Better quality Lowest bidder Reputed supplier Others (specify) Approved specifications of Crude Sunflower Oil

BUDGET DETAILS

Particulars	Amount (Qr)
Budgeted value for the requested Carpey/expense	
Budget utilized till last purchase	
Balance available for this purchase	
Proposed as per this purchase memorandum	
Surplus (Deficit)	

AUTHORIZATION / APPROVAL

4/19/2022	4/19/2022	4/20/2022	4/20/2022	4/24/2022	4/25/2022
Senior Officer - Procurement	Assistant Manager - Contract Execution - Export	Senior Manager - Procurement	General Manager	Manager Finance	Senior Manager - Finance
Michael Mascarenhas	Tayyab Mohammad Azam	Hamed Bushra	Faizan Khatri	Fahim Rasmy	Salim Pathan
Senior Officer - Procurement	Assistant Manager - Contract Execution - Export	Senior Manager - Procurement	General Manager	Manager Finance	Senior Manager - Finance
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