

Gulf United Real Estate Investments Company

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No: GUC/AMC/FFA/ST-38/03/2021/38

SERVICE MEMORANDUM

BASIC DETAILS OF SERVICE MEMO

Nature Service	Annual maintenance contract for fire protection system for street 38 labour accommodation and warehouse.	
Department	Maintenance	
Service Type	Renewal <input checked="" type="checkbox"/>	or New Service <input type="checkbox"/>
Reason/Objective of this Service	It is a requirement from Qatar Civil Defense Department to have annual maintenance contractor for the fire protection system from certified service provider for Street 38 properties.	

RISKS/CONCERNS/NON-COMPLIANCE OF SOPs or POLICY

QUOTED SERVICE PROVIDER DETAILS

No	Party Name	Country of Origin	Service Description	Currency	Quoted rate	Negotiated rate	Exchange rate	Rate in Qr	Service Period	Total - Qr.	Remarks
1	Buzwair Advances		Annual maintenance contract for Fire protection System	QAR	7,000	6,800	1.00	6,800	2 Years	2	
2	Global Alarms			QAR	7,250	7,250	1.00	7,250		13,500	
3	Thermal Arabia			QAR	7,500	7,400	1.00	7,400		2	14,500
4	Kemco Agric			QAR	8,000	8,000	1.00	8,000		2	14,800
5	Fire Safety			QAR	12,000	12,000	1.00	12,000		2	16,000
6	Safire For Fire Protection System	Qatar		QAR	15,000	13,500	1.00	13,500		2	24,000
7	Boston Middle East			QAR	18,000	16,000	1.00	16,000		2	27,000
8	Omega Engineering			QAR	20,000	20,000	1.00	20,000		2	32,000
	* All the supported quotations are attached herewith									2	40,000

Notes:

- 1 Contract period is from 15-May-2020 to 14-May-2023 (2 years) and will automatically renew for subsequent periods unless the price increases.
- 2 Exist Clause: GUC reserve the right to terminate contract by providing one month written notice

RECOMMENDED SERVICE PROVIDER

Party Name	Shipment Mode	Shipment Term	Negotiated rate	Exchange rate	Rate in Qr	Service Period In Years	Total - Qr.	Payment
Buzwair Advances			6,800	1.00	6,800	2.00	13,600	Quarterly upon receipt of invoice
Supplier selection criterias:								

Better quality Lowest bidder Reputed supplier Others (specify)

BUDGET DETAILS

Particulars	Amount (Qr)
Budgeted value for the requested service/expense	14,500
Budget utilized till last purchase	(2,719)
Balance available for this purchase	11,781
Proposed as per this service memorandum	(4,250)
Surplus/(deficit)	7,531

Mohamed Sadeq
Executive Services
5/12/2021

Mohamed Sharif
Executive Purchase
5/12/2021

Munir Ali Khan
Senior Engineer
5/12/2021

Afzael A. Khan
Assistant Manager - Finance
5/12/2021

Tariq Mohamed
Scalier Manager - Finance
5/12/2021

Chief Executive Officer