

Gulf United Real Estate Investments Company

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No: GUIC/AMC/FFA/ST39/07/01/2021/05 SERVICE MEMORANDUM

BASIC DETAILS OF SERVICE MEMO

LAST PURCHASE/SERVICE MEMO

Nature Service	Annual maintenance contract for fire protection system for street 39 properties (labour accommodation and warehouse)		
Department	Maintenance	<input checked="" type="checkbox"/> Renewal	<input type="checkbox"/> New Service
Service Type			<input type="checkbox"/> Building improvement
Reason/Objective of this Service	It is required from Qatar Civil Defence Department to have annual maintenance contract for the fire protection system from certified (QCDD approved) service provider.		
RISKS/CONCERNS/NON COMPLIANCE OF SOPs or POLICY			

QUOTED SERVICE PROVIDER DETAILS

Sl. No	Service Providers Name	Service Description	Currency	Quoted rate	Negotiated rate	Exchange rate	Rate in QAR	Service Period in Years	Total QAR	Remarks
1	FIRE SAFETY	Annual maintenance contract for fire protection system	QAR	31,000	14,500	1.00	14,500	2	29,000	
2	KEMCO AGNICE	Annual maintenance contract for fire protection system	QAR	16,000	16,000	1.00	16,000	2	32,000	
3	BUZWAIR ADVANCED TECH	Annual maintenance contract for fire protection system	QAR	22,000	22,000	1.00	22,000	2	44,000	
4	ELITE FIRE PROTECTION	Annual maintenance contract for fire protection system	QAR	36,700	36,700	1.00	36,700	2	73,400	

*All the supported quotations are attached herewith

RECOMMENDED SERVICE PROVIDER

Service Providers Name	Shipment Mode	Quoted rate	Negotiated rate	Exchange rate	Rate in QAR	Period in	Total QAR	Payment Terms
FIRE SAFETY		31,000	14,500	1.00	14,500	2	29,000	Quarterly upon receipt of invoice and reports

Supplier selection criterias:

Better quality Lowest bidder Reputed supplier Others (specify)

Existing service provider for ST26 property and residential properties

Notes:

- Contract period starting from 16-Feb-2021 to 15-Feb-2023. (2 years period) and this SM shall automatically renew for same period unless there is increase in AMC price.
- Exist Clause: GUC reserve the right to terminate contract by providing one month advance written notice.

BUDGET DETAILS

Particulars	Amount (QR)	Remark
Budgeted value for the requested Service/expense	18,000	
Budgeted utilized till last purchase	(2,000)	
Balance available for this purchase	16,000	The service memo is for QAR 29,000 for two year's period starting from 16-Feb-2021 however QAR 12,688 belong to 2021 and balance amount of QAR 16,312 will be added in subsequent years budget
Proposed as per this service memorandum	(12,688)	
Surplus/(deficit)	3,313	

AUTHORIZATION / APPROVAL

Approved By Hannan Ul Haq Engineer - MEP 210221	Approved By Muinul Irfandi Assistant Manager 210221	Approved By Afzael A. Khan Senior Engineer 210221	Approved By Husain Mianat Senior Manager 210221
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