

Umm Said Bakery

P.O.Box : 1466

No: USB/2022/322

PURCHASE MEMORANDUM

Date: 07/06/2022

BASIC DETAILS		IF CAPEX, NATURE OF CAPEX		LAST PURCHASE	
Item / Asset Title	: Flours	a) Expansion <input type="checkbox"/>	b) Capacity enhancement <input type="checkbox"/>	Supplier name	: Qatar Foods Industries
Type of Item / Asset	: Raw Material	c) Cost reduction <input type="checkbox"/>	d) Replacement <input type="checkbox"/>	Total value	: Rate :
Department	: Bakery - Production	e) Office equipments <input type="checkbox"/>	f) Furniture & Fittings <input type="checkbox"/>	Total Qty	: Please refer Annexure - 1 for last & current purchase details.
Type of expenditure	: Capital <input type="checkbox"/> Revenue <input checked="" type="checkbox"/>	g) Others (specify) <input type="checkbox"/>		Pur. Memo. No	: Date :

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

- 1-Flours is required as the primary ingredients of all the bakery products.
 2-The quantity in this PM will cover stocks for 8 months requirements. These rate will be applicable from mid of May 2022 to Dec 2022.
 3-There is a price impact of (QAR 0.30/- per kg equivalent to 14.28% approx.) as compared to last purchase.
 4-Delivery will be based upon delivery schedule.

RISKS/CONCERNS/NON-COMPLIANCE OF SOPs or POLICY

- 1-Going with single quotation as Qatar Food Industries is approved supplier for Flours.

QUOTED SUPPLIER(S) DETAILS													
No	Party Name / Description		Country of Origin	Shipment Term	Currency	Quoted rate/kg	Negotiated rate/kg	Exchange rate	Quantity Kg	Amount FC	Total - Qar.	Payment Term / Mode	Remarks
1	Qatar Food Industries	Strong Flour	Qatar	Door to door	QAR	2.40	2.40	1.00	6,531,500	N/A	15,675,600	45 Days Credit	1-Approved Supplier and Quality 2-Partial quantity & partial payment is acceptable.
		Flour No 2				2.40	2.40		28,300		67,920		
		Flour No 3				2.40	2.40		773,000		1,855,200		
		Flour No - 1 Arabic Black				2.40	2.40		71,000		170,400		
		50 KG				2.40	2.40						
Total Amount										17,769,120			
* All the supported quotations are attached													

* All the supported quotations are attached

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
Qatar Food Industries	Strong Flour	Qatar	By road	Door to door	2.40	1.00	6,531,500	N/A	15,675,600	45 Days Credit	N/A	As per production schedule	Schedule will be provided to the supplier as per bakery production schedule to be provided at the time of order confirmation.
	Flour No 2				2.40		28,300		67,920				
	Flour No 3				2.40		773,000		1,855,200				
	Flour No - 1 Arabic Black 50 KG				2.40		71,000		170,400				
	Total Amount				17,769,120								
Supplier selection criteria(s) :													
Better quality		Lowest bidder		Reputed supplier		Others (specify)		... Approved Quality					

Supplier selection criteria(s):

Better quality

Lowest bidder

Reputed supplier

Others (specify)

... Approved Quality

Particulars

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

<i>Khalid Wase</i>	<i>Istafa Mohammed</i>	<i>Tayyab Mohammed Azam</i>	<i>Sameer Mohammed</i>	<i>Hamod Bualara</i>	<i>Sahem Bhat</i>	<i>Khalid Bohaiddin</i>	<i>Tarique Mohammad</i>	<i>Sheikh Mansoor</i>
Officer - Procurement	Asst. Manager - Purchase	Senior Manager - Procurement	Senior Manager - Finance	General Manager	General Manager	Asst. Vice President - Finance	Chief Executive Officer	Board Member
6/7/2022	6/8/2022	6/8/2022	6/9/2022	6/12/2022	6/12/2022	6/13/2022	6/13/2022	6/14/2022

PURCHASE ORDER

Umm Said Bakery

1444, Meena Street Doha Port

City : Doha

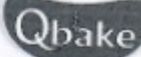
Country: Qatar

Tel : 44415000

Fax: 4443 8137

Email:

PO Box: 1444



PURCHASE ORDER DETAILS

TERMS & CONDITIONS

PO No. USBLDP00147-0522 PO Date 15/05/2022
 PO Amend No. Amend Date
 PO Status OPEN PO Type GENERAL
 Project Code Offer No
 Project Name

Pay Term 45 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/2022/322

SUPPLIER DETAILS

Supplier Name QATAR FOOD INDUSTRIES CO.
 Supplier code VD001276 Contact Address
 Contact Person P.O Box - 1444
 Tel No.
 Fax QATAR
 Mobile
 Email

ITEM DETAILS

S.No	Po Line	Item Code and Description	Sh.No	Need Date	UOM	Quantity	Unit Rate	Value
1	1	RMNSFL0001-STRONG FLOUR .	1	31/07/2022	KG	6,531,500.000	2.4000	15,675,600.00
2	2	RMNSFL0002-FLOUR NO 2 .	1	31/07/2022	KG	28,300.0000	2.4000	67,920.00
3	3	RMNSFL0003-FLOUR NO 3 .	1	31/07/2022	KG	773,000.0000	2.4000	1,855,200.00
4	4	RMNSFL0005-FLOUR NO - 1 ARABIC BLACK 50KG .	1	31/07/2022	KG	71,000.0000	2.4000	170,400.00

GRAND TOTAL 17,769,120.00

Amount in Words : Seventeen Million Seven Hundred Sixty-Nine Thousand One Hundred Twenty Riyal Only

Delivery Address : MAIN WAREHOUSE
 1444, MEENA STREET
 DOHA PORT

For Umm Said Bakery

(Authorized Signatory)

Prepared By: Vishnu Prasad

Approved By: Saheem Bhat

29/12/2022

10:31:18 PM

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Document Details

Show 10 entries

Search: 531 approved

Doc-No الرقم	Doc Type/وصف	Purpose غرض	Status حالة	Created Date تم التحديث بواسطة	Last Updated By تم التحديث بواسطة
USB/2022/531-2	Purchase Memorandum	Flour for all the bakery products	Approved	27/Dec/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	27/12/2022 10:44:38 AM	27/12/2022 11:12:47 AM	As per PM
Level1	Mohammed Omer	Approved	27/12/2022 11:12:47 AM	27/12/2022 11:14:02 AM	
Level2	Tayyab Mohammad Azam	Approved	27/12/2022 11:14:02 AM	27/12/2022 11:19:11 AM	
Level3	Sameer Mohammed	Approved	27/12/2022 11:19:11 AM	27/12/2022 01:19:41 PM	
Level4	Shafiq Ahmed	Approved	27/12/2022 01:19:41 PM	27/12/2022 01:24:22 PM	
Level5	Hamed Bushra	Approved	27/12/2022 01:24:22 PM	28/12/2022 10:00:21 AM	
Level6	Baheem Bhat	Approved	28/12/2022 10:00:21 AM	28/12/2022 05:01:47 PM	
Level7	Khalid Bahsuddin	Approved	28/12/2022 05:01:47 PM	29/12/2022 08:18:25 AM	
Level8	Tarique Mohammad	Approved	29/12/2022 08:18:25 AM	29/12/2022 10:54:27 AM	
Level9	Sheikh Mansoor	Approved	29/12/2022 10:54:27 AM	29/12/2022 02:11:54 PM	

Umm Said Bakery

P.O.Box : 1444

No: USB/2022/531

PURCHASE MEMORANDUM

Date: 20/12/2022

BASIC DETAILS		IF CAPEX, NATURE OF CAPEX		LAST PURCHASE	
Item / Asset Title	: Flours	a) Expansion <input type="checkbox"/>	b) Capacity enhancement <input type="checkbox"/>	Supplier name	: Qatar Foods Industries COO: Qatar
Type of Item / Asset	: Raw Material	c) Cost reduction <input type="checkbox"/>	d) Replacement <input type="checkbox"/>	Total value	: QAR 67,920 Rate : QAR. 2.40/Kg (Flour # 2)
Department	: Bakery - Production	e) Office equipments <input type="checkbox"/>	f) Furniture & Fittings <input type="checkbox"/>	Total Qty	: Flour No.2, 28,300/Kg : Paratha Flour - First Time
Type of expenditure	: Capital <input type="checkbox"/> Revenue <input checked="" type="checkbox"/>	g) Others (specify) <input type="checkbox"/>		Pur. Memo. No	: USB/2022/322 Date : 7/6/2022

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

REASON/OBJECTIVE OF THIS PURCHASE

- 1-Flour is required as the primary ingredients of all the bakery products.
- 2-Paratha flour is required for the production of Paratha. This is new requirement.
- 3-The quantity in this PM will cover stocks for 3 months requirements.
- 4-Delivery will be based upon delivery schedule.

RISKS/CONCERNS/NON-COMPLIANCE OF SOPs or POLICY

- 1-Going with single quotation as Qatar Food Industries is approved supplier for different types of Flours.

QUOTED SUPPLIER(S) DETAILS													
No	Party Name / Description		Country of Origin	Shipment Term	Currency	Quoted rate/kg	Negotiated rate/kg	Exchange rate	Quantity Kg	Amount FC	Total - Qar.	Payment Term / Mode	Remarks
1	Qatar Food Industries	Flour No 2	Qatar	Door to door	QAR	2.40	2.40	1.00	180,000	N/A	432,000	45 Days Credit	1-Approved Supplier and Quality 2-Partial quantity & partial payment is acceptable.
		Paratha Flour				2.70	2.40		30,000		72,000		
		Total Amount					504,000						
* All the supported quotations are attached													

* 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
Qatar Food Industries	Flour No 2	Qatar	By road	Door to door	2.40	1.00	180,000	N/A	432,000	45 Days Credit	N/A	As per production schedule	Schedule will be provided to the supplier as per bakery production schedule to be provided at the time of order confirmation.
	Paratha Flour				2.40		30,000		72,000				
Supplier selection criteria(s) ;									Total Amount				

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

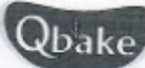
Country: Qatar

Tel : 44415000

Fax: 4443 8137

Email:

PO Box: 1444



PURCHASE ORDER DETAILS

PO No. USBLDP00165-1222 PO Date 25/12/2022
 PO Amend No. Amend Date
 PO Status OPEN PO Type GENERAL
 Project Code Offer No
 Project Name

TERMS & CONDITIONS

Pay Term 45 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/2022/531

SUPPLIER DETAILS

Supplier Name QATAR FOOD INDUSTRIES CO.
 Supplier code VD001276 Contact Address
 Contact Person P.O Box - 1444
 Tel No.
 Fax QATAR
 Mobile
 Email

ITEM DETAILS

S.No	Po Line	Item Code and Description	Sh.No	Need Date	UOM	Quantity	Unit Rate	Value
1	1	RMNSFL0010-MALABAR SPECIAL POROTTA FLOUR	1	31/01/2023	KG	30,000.0000	2.4000	72,000.00
2	2	RMNSFL0002-FLOUR NO 2 .	1	31/01/2023	KG	126,000.0000	2.4000	302,400.00

GRAND TOTAL 374,400.00

Amount in Words : Three Hundred Seventy-Four Thousand Four Hundred 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

29/12/2022 10:30:58 PM

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