

Gulf United Real Estate Investments Company

P.O BOX: 1444

Tel +974-44355501 / Fax+974-44489706

PURCHASE MEMORANDUM

No: GUC/MAIN/IAD/17/1/2023/001

Date : 17-Jan-2023

BASIC DETAILS		IF CAPEX, NATURE OF CAPEX		LAST PURCHASE	
Item / Asset Title	: LED PANEL LIGHT	a) Expansion	<input type="checkbox"/> b) Capacity enhancement	<input type="checkbox"/>	Supplier name :
Type of Item / Asset	: LED PANEL LIGHT	c) Cost reduction	<input type="checkbox"/> d) Replacement	<input checked="" type="checkbox"/>	Rate :
Department	: Maintenance	e) Office equipment	<input type="checkbox"/> f) Furniture & Fittings	<input type="checkbox"/>	Total value :
Type of expenditure	: Capital <input type="checkbox"/> Revenue <input checked="" type="checkbox"/>	g) Others (specify) <small>Note: Pls attach feasibility study if a/b / c is/are applicable.</small>	<input type="checkbox"/>	<input type="checkbox"/>	Total Qty :
				<input type="checkbox"/>	Pur. Memo. No :
					Date :

The existing 60x60 LED panel lights are not in presentable condition due to daily wear and tear at C-ring road IAD building, based on feedback from the customer and after reviewing the ceiling it is essentially required to do so as a part of the upgradation of properties.

RISKS/CONCERNS/NON-COMPLIANCE OF SOPs or POLICY

QUOTED SUPPLIER(S) DETAILS							
No	Party Name	Location	Item description	Currency	Quoted rate	Negotiated rate	Exchange rate
					Qr	41.50	1.00
1	LIGHT HOUSE ELECTRIC			QAR	43.00	41.50	1.00
2	LEMAX ELECTRICAL		SUPPLY OF 60X60 LED PANEL LIGHT	QAR	45.00	43.00	1.00
3	DANUBE BUILDING	C-RING ROAD IAD BUILDING		QAR	46.00	44.00	1.00
4	INFO TECH LIGHTING			QAR	48.00	48.00	1.00

All the supported quotations are attached herewith

RECOMMENDED SUPPLIER DETAILS							
Supplier selection criterias(s);	Party Name	Shipment Term	Negotiated rate	Exchange rate	Rate in Qr	Quantity Nos	Total - Qr.
Better quality <input type="checkbox"/>	LIGHT HOUSE ELECTRIC		41.50	1.00	41.50	1,050.00	43,575.00
Lowest bidder <input checked="" type="checkbox"/>		Reputed supplier <input type="checkbox"/>		Others (specify) <input type="checkbox"/>			100% ADVANCE PAYMENT ALONG WITH APPROVED ORDER

BUDGET DETAILS	
Particulars	Amount (QR)
Budgeted value for the requested capex/expense	127,000
Budget utilized till last purchase	
Balance available for this purchase	127,000
Proposed as per this purchase memorandum	(43,575)
Surplus/(deficit)	83,425

T. S. S. f. A. K. m. l. /
Mohamed Sarhan
Executive Purchase
18/01/2023

T. S. S. f. A. K. m. l. /
Tauseef Ahmad
Assistant Manager • Finance
19/01/2023

T. S. S. f. A. K. m. l. /
Abdulla Ali Ismail
General Manager
21/01/2023

T. S. S. f. A. K. m. l. /
Shaibuzz Ahmad
Manager Finance
23/01/2023

T. S. S. f. A. K. m. l. /
Tariqe Mohammad
Chief Executive Officer
29/01/2023

Comparison Sheet

Comparison Sheet											
Site: IAD-BUILDING		Scope: SUPPLY OF LED LIGHT PANEL		Updated on:		INFO TECH LIGHTING					
Sec	Header	Item	Description	Qty.	Unit	LIGHT HOUSE ELECTRIC			LEMAX ELECTRICAL & MECHANICAL		
						Initial rate	Final rate	Initial amount	Final amount	Initial rate	Final amount
1			Supply of 60x60 LED light panel	1050	NOS	43.00	41.50	45,150.00	43,575.00	45.00	43.00
			TOTAL					45,150.00	43,575.00	47,250.00	45,150.00
		Brand	FRLIGHT-CHINA	64W						FR LIGHT-CHINA	64W
		Payment terms	100% advance along with approved Order			100% advance			100% advance (30days PDC)		
		Warranty	2-years replacement warranty			2-years replacement warranty			2-years replacement warranty		
		Availability	Ex-stock			Ex-stock			Ex-stock		
		Delivery	Immediate			Immediate			Immediate		
		Remark	New Vendor			New Vendor			Existing Supplier		