

Ummsaid Bakery Dubai Branch

P.O Box: 393497, DIFC 2, Dubai, U.A.E
Tel: +971 4 8833 303, Email: contact@umsaid-uae.ae

No: UBD/PM/2023/130/R1

PURCHASE MEMORANDUM

Date : 18-Sep-2023

BASIC DETAILS

Item / Asset Title	<input checked="" type="checkbox"/> Whey Milk Powder	a) Expansion	<input type="checkbox"/>	b) Capacity enhancement	<input type="checkbox"/>	c) Cost reduction	<input type="checkbox"/>	d) Replacement	<input type="checkbox"/>	e) Office equipments	<input type="checkbox"/>	f) Furniture & fittings	<input type="checkbox"/>	g) Others (specify)	<input type="checkbox"/>
Type of Item / Asset	<input checked="" type="checkbox"/> Raw Materials														
Department	<input checked="" type="checkbox"/> Bakery-Production														
Type of expenditure	<input checked="" type="checkbox"/> Capital	<input type="checkbox"/> Revenue													

REASON/OBJECTIVE OF THIS PURCHASE

- 1) Whey milk powder is required for the production slice milk breads, cakes & laminated rolls.
- 2) Selected supplier "Mudra" is the approved supplier due to the availability of the item & Quality approval based on the trials.
- 3) Quantity required through this PM is 4,500 Kg for consumption during a period of 3 months (OCT-DEC 2023). Approximate average monthly consumption will be 1,500 kg.
- 4) Only two quotations are available for whey milk powder.

RISKS/CONCERN/NON-COMPLIANCE OF SOPs or POLICY

No	Party Name	Country of Origin	Shipment Term	Currency	Quoted rates/kg	Negotiated rate/kg	Exchange rate	QUOTED SUPPLIER(S) DETAILS			Payment Term / Mode	Remarks
								Quantity	Specify UOM (kg)	Total - AED		
1	Mudra Gen.Tr. LLC (Whey Milk Powder)	Poland & Turkey	Door-to-door	AED	6.00	6.00	1.00	6.00	4,500	27,000	60 Days credit	1) 5% VAT amount is exclusive. 2) Approved supplier & Quality. 3) Lowest Price.
2	Valencia Int. Gen.Tr. LLC (Whey Milk Powder)	Belarus	Door-to-door	AED	7.50	7.50	1.00	7.50	4,500	33,750	30 Days credit	1) 5% VAT amount is exclusive. 2) Approved quality & Supplier, however going with 'Mudra' due to the price advantage and the availability of the item.

* All the suggested bidders should be contacted

Party Name	Country of Origin	Shipment Made	Shipment Term	Negotiated rate/kg	Exchange rate	RECOMMENDED SUPPLIER DETAILS			Payment Mode	Date of shipment	Date of arrival	Period of completion
						Quantity/ Volume-Kg	Total - AED	Others (Specify) <input type="checkbox"/>				
Mudra Gen.Tr. LLC (Whey Milk Powder)	Poland & Turkey	Ex-Stock	Door-to-door	6.00	1.00	6.00	4,500		27,000	60 Days credit	OCT-2023 onwards based upon our IPO schedule.	OCT-DEC 2023;

Supplier selection criterias:

Better quality Lowest bidder Reputed supplier

BUDGET DETAILS

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

Saleh Al-Subaihi, M.A.
Shabir Mullaik
Produice Manager
15/09/2023

Najla Al-Subaihi, M.A.
Chief Accountant
20/09/2023

Abdullah Putdoor
Dy General Manager
25/09/2023

Khalid Salimuddin
Asst. Vice President - Finance
25/09/2023

Tariqo Mohamed
Chief Executive Officer
26/09/2023

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No: UBD/PM/2023/135/R1

PURCHASE MEMORANDUM

Date : 19-Sep-2023

BASIC DETAILS		IF CAPEX, NATURE OF CAPEX		LAST PURCHASE	
Item / Asset Title	: Calcium Propionate	<input type="checkbox"/> b) Expansion	<input type="checkbox"/> b) Capacity enhancement	<input type="checkbox"/> Supplier name : Mudra	COO : India
Type of Item / Asset	: Raw Material	<input type="checkbox"/> c) Cost reduction	<input type="checkbox"/> c) Replacement	<input type="checkbox"/> Total value : 35,500 Dhs.	Rate : 13.20 Dhs/kg
Department	: Bakery - Production	<input type="checkbox"/> e) Office equipments	<input type="checkbox"/> f) Furniture & Fittings	<input type="checkbox"/> Total Qty : 3,000 Kg	
Type of expenditure	: Capital <input type="checkbox"/> Revenue <input checked="" type="checkbox"/>	<input type="checkbox"/> g) Others (Specify) :		<input type="checkbox"/> Pur. Memo. No : UBD-PM-2023-000	Date : 20/06/2023

REASON/OBJECTIVE OF THIS PURCHASE

- 1) Calcium propionate is required for the production slice breads,buns & laminated rolls.
- 2) Quantity request through this PM is 3000 Kg for consumption during a period of 3 months (OCT-DEC 2023). Approximate average monthly consumption will be 1000 kg.
- 3) Calcium propionate from 'Mudra General Trading LLC' is lowest price.

RISKS/CONCERNS/NON-COMPLIANCE OF SOEs or POLICY

No	Party Name	Country of Origin	Shipment Term	Currency	Quoted rate/kg	Negotiated rate/kg	Exchange rate	Rate in AED	Quantity	Specified UOM (kg)	Total - AED	Payment Term / Mode	Remarks
1	Mudra General Trading LLC (Calcium Propionate)	India	Door-to-door	AED	13.20	13.20	1.00	13.20	3,000		39,600	60 Days credit	1.5% VAT amount is exclusive. 2) Approved supplier, Lowest Price & Quality.
2	Modern General Trading LLC (Calcium Propionate)	Netherlands	Door-to-door	AED	20.00	20.00	1.00	20.00	3,000		60,000	60 Days credit	1.5% VAT amount is exclusive. 2) Approved Supplier & Quality, However going with 'Mudra' is due to the price advantage
3	Khorakiwala & Al Basti LLC (Calcium Propionate)	Germany	Door-to-door	AED	21.00	21.00	1.00	21.00	3,000		63,000	60 Days credit	1.5% VAT amount is exclusive. 2) Approved Supplier & Quality, However going with 'Mudra' is due to the price advantage

* All the supported quotations should be attached

SUPPLIER DETAILS		RECOMMENDED SUPPLIER DETAILS				SUPPLIER DETAILS				Period of completion	
Party Name	Country of Origin	Shipment Mode	Shipment Term	Negotiated rate/kg	Exchange rate	Rate in AED	Quantity/Volume/kg	Total - AED	Payment Mode	Date of shipment	Date of arrival
Mudra General Trading LLC (Calcium Propionate)	India	Ex-Stock	Door to door	13.20	1.00	13.20	3,000	39,600	60 Days credit	Q3T-2023 onwards based upon our LPO schedule.	1-2 days from the date of receiving LPO.
								Total= 39,600			

Supplier selection criterias ;	Better quality <input type="checkbox"/>	lowest bidder <input checked="" type="checkbox"/>	Reputed supplier <input type="checkbox"/>	Others (Specify) <input type="checkbox"/>	BUDGET DETAILS	
Particulars					Amount (AED)	
Budgeted value for the requested Capex/expensis:						
Budget utilized till last purchase						
Balance available for this purchase						
Proposed as per this purchase memorandum						
Surplus/(Deficit)						

Actual -	Shahid Malik	Account : Azam	Abdullah Buttoor	Khaja Balochuddin
Executive Purchase	Production Manager	Dy- General Manager	Asst. Vice President - Finance	
15/09/2023	15/09/2023	25/09/2023	25/09/2023	

Tariq Mohammad
Chief Executive Officer
26/09/2023

Umm Said Bakery Dubai Branch

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No: UBD/PM/2023/148

PURCHASE MEMORANDUM

Date : 14-Sep-2023

BASIC DETAILS		IF CAPEx, NATURE OF CAPEX		LAST PURCHASE	
Item / Asset Title	Bread improver	a) Expansion	<input type="checkbox"/> b) Capacity enhancement	Supplier name	Mudra
Type of Item / Asset	Raw Material	c) Cost reduction	<input type="checkbox"/> d) Replacement	Total value	35,700 Dhs.
Department	Bakery - Production	e) Office Equipments	<input type="checkbox"/> f) Furniture & Fittings	Total City	4,200 Kg
Type of expenditure	Capital <input checked="" type="checkbox"/> Revenue <input type="checkbox"/>	g) Others (Specify)	<input type="checkbox"/>	Pur. Memo. No	UBD-PM-2023-093
				Date	20/06/2023

REASON/OBJECTIVE OF THIS PURCHASE

- 1) Bread improver is required for the production of slice breads & buns.
- 2) Selected supplier "Mudra" is the approved supplier due to the availability of the item & Quality approval based on the trials.
- 3) Quantity request through this PM is 4,500 Kg for consumption during a period of 3 months [OCT-DEC 2023]. Approximate average monthly consumption will be 1,500 Kg.
- 4) Lowest price.

RISKS/CONCERNS/NON-COMPLIANCE OF SOPs OR POLICY

QUOTED SUPPLIER(S) DETAILS								
No	Party Name	Country of Origin	Shipment Term	Quoted rate	Negotiated rate	Exchange rate	Rate in AED	Quantity Specified UOM Kg
1	Mudra General Trading LLC (Bread improver)	India	Door to door	AED	8.50	8.50	1.00	8.50
2	Fahar Al Khaleej Tr. (Bread improver)	India	Door to door	AED	11.50	11.50	1.00	11.50
3	Emirates Snack Foods LLC (Bread improver)	Austria	Door to door	AED	20.50	20.50	1.00	20.50

*All the supported documents should be attached

RECOMMENDED SUPPLIER DETAILS								
Party Name	Country of Origin	Shipment Mode	Shipment Term	Negotiated rate	Exchange rate	Rate in AED	Quantity/Volume-Kg	Total - AED
Mudra General Trading LLC (Bread improver)	India	Ex-Stock	Door to door	8.50	1.00	8.50	4,500	38,250
								Total = 38,250

Supplier selection criteria(s):

Better quality Lowest bidder Reputed supplier Others (Specify)

BUDGET DETAILS	
Particulars	Amount (AED)
Budgeted value for the requested CapEx/expense	
Budget utilized till last purchase	
Balance available for this purchase	
Proposed as per this purchase memorandum	
Surplus/(Deficit)	
Ajmal , Executive Purchase 1409092023	Sameer Mohammed , Asst. Manager - Finance 1609092023
	Khalid Salimuddin , Dy. General Manager 1809092023
	Abraham Puttoor , Asst. Vice President - Finance 1809092023

Tariqus Mooman
Chief Executive Officer
1809092023

Khalid Salimuddin
Asst. Vice President - Finance
1809092023

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No: UBD/PM/2023/128/R1

PURCHASE MEMORANDUM

Date : 19-Sep-2023

BASIC DETAILS		IF CAPEX, NATURE OF EXP.		LAST PURCHASE	
Item / Asset Title	Tutti Frutti	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	Bakery - Production	e) Office equipments	<input type="checkbox"/>	f) Furniture & Fittings	<input type="checkbox"/>
Type of expenditure	Capital <input checked="" type="checkbox"/> Revenue <input type="checkbox"/>	g) Others (Specify)	<input type="checkbox"/>	Pur. Memo. No	UBD-PM-2023-073 Date : 20/06/2023

REASON/OBJECTIVE OF THIS PURCHASE

- 1) Tutti frutti is required for the production of fruit roll & fruit slice cake.
- 2) Selected supplier "Mudra" is the approved supplier due to the availability of the item & Quality approval based on the trials.
- 3) Quantity request through this PM is 450 KG for consumption during a period of 3 months (OCT-DEC 2023). Approximate average monthly consumption will be 150 kg.
- 4) Selected supplier "Mudra" is not the lowest one. However going with mudra due to the quality approval advantage from production.

RISKS/CONCERNs/NON-COMPLIANCE OF SOPs or POLICY

QUOTED SUPPLIER(S) DETAILS								
No	Party Name	Country of Origin	Shipment Term	Currency	Quoted rate/kg	Negotiated rate/kg	Exchange rate	Rate in AED
1	Mudra Gen. Tr.LLC [Tutti Frutti]	India	Door to door	AED	5.00	5.00	1.00	5,000
2	Falcons Eye Marketing LLC [Tutti Frutti]	India	Door to door	AED	4.67	4.67	1.00	4,670
3	Modern Gen. Tr.LLC [Tutti Frutti]	India	Door to door	AED	6.00	6.00	1.00	6,000

* All the supported quotations should be attached

RECOMMENDED SUPPLIER DETAILS									Period of completion		
Party Name	Country of Origin	Shipment Mode	Shipment Term	Negotiated rate/kg	Exchange rate	Rate in AED	Quantity/Volume/kg	Total -AED	Payment Mode	Date of shipment	Date of arrival
Mudra Gen. Tr.LLC [Tutti Frutti]	India	Ex-Stock	Date to door	5.00	1.00	5,000	450	2,250	50 Days credit	OCT-2023 onwards based upon our LPO schedules.	1-2 days from the date of receiving LPO.

Supplier selection criterial(s) :

Better quality Lowest bidder Reputed supplier Others (Specify)

BUDGET DETAILS

Particulars	Amount (AED)
Budgeted value for the requested Capital/expense	
Budget utilized by last purchase	
Balance available for this purchase	
Proposed as per this purchase memorandum	
Surplus/(Deficit)	
Ajmal , Executive Purchase 15/09/2023	Saheed Mohamed , Asstt. Chief Accountant 19/09/2023
	Abdullah Mulla , Production Manager 19/09/2023
	De' General Manager 25/09/2023

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No: UBD/PM/2023/074

PURCHASE MEMORANDUM

Date : 20-Jun-2023

BASIC DETAILS

Item / Asset Title	Soya Flour	a) Expansion	<input type="checkbox"/>	b) Capacity enhancement	<input type="checkbox"/>	Supplier name	Valencia	COO :	India
Type of Item / Asset	Raw Material	c) Cost reduction	<input type="checkbox"/>	d) Replacement	<input type="checkbox"/>	Total value	2,029 Dhs	Rate	7.12 Dhs/Kg
Department	Bakery Production	e) Office equipments	<input type="checkbox"/>	f) Furniture & Fittings	<input type="checkbox"/>	Total Qty	2,850 KG		
Type of expenditure	Capital <input type="checkbox"/> Revenue <input checked="" type="checkbox"/>	g) Others (specify)	<input type="checkbox"/>			Pur. Memo. No.	UBD-PM/2023-02	Date	25/03/2023

REASON/OBJECTIVE OF THIS PURCHASE

1) Soya flour is required for the production of Slice Breads (White, Brown & Multigrain)

2) Selected supplier "Mudra" is the approved supplier due to the price advantage, Availability of the item & Quality approval based on the trials.

3) Quantity request through this PM is 2,850 Kg for consumption during a period of 3 months (JUL-SEP 2023). Approximate average monthly consumption will be 950 kg.

RISKS/CONCERNs/NON-COMPLIANCE OF SOPs or POLICY

No	Party Name	Country of Origin	Shipment Term	Currency	Quoted rate	Negotiated rate	Exchange rate	Quantity	Specify UOM [kg]	Total - AED	Payment Term / Mode	Remarks
1	Mudra General Tr. LLC (Soya Flour)	India	Door-to-door	AED	6.35	6.25	1.00	6.25	2,850	17,813	60 Days Credit	1) 5% VAT amount is exclusive. 2) Approved supplier & Quality. 3) Lowest Price
2	Farnar Al Khaleej Tr. LLC (Soya Flour)	India	Door-to-door	AED	6.50	6.50	1.00	6.50	2,850	18,525	60 Days Credit	1) 5% VAT amount is exclusive. 2) Approved quality. However going with Mudra' due to the price advantage.
3	Valencia Int'l Gen. Tr. LLC (Soya Flour)	India	Door-to-door	AED	6.50	6.50	1.00	6.50	2,850	18,525	30 Days Credit	1) 5% VAT amount is exclusive. 2) Approved quality. However going with Mudra' due to the price advantage.

* All the supported quotations should be attached

Party Name	Country of Origin	Shipment Term	Negotiated rate	Exchange rate	Quantity	Volume/kg	Total - AED	Payment Mode	Date of shipment	Date of arrival	Period of completion
Mudra General Tr. LLC (Soya Flour)	India	Ex-Stock	Door-to-door	6.25	1.00	6.25	2,850	17,813	60 Days Credit	July-2023	1-2 days from the date of receiving LPO.
							Total=	17,813			

Supplier selection criterias(s), Better Quality <input checked="" type="checkbox"/> Lowest bidder <input type="checkbox"/>	Reputed supplier <input type="checkbox"/>	Others (specify) <input type="checkbox"/>	BUDGET DETAILS			
			Amount (AED)			

Shahid Malik
Production Manager
24/06/2023

Azeem
Chief Accountant
24/06/2023

Saeed Mohamed
Senior Manager - Finance
23/06/2023

Abdullah Farooq
Deputy General Manager
22/06/2023

Ummaisaid Bakery Dubai Branch

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No: UBD/PW/2023/126/R1

PURCHASE MEMORANDUM

Date : 19-Sep-2023

BASIC DETAILS		IF CAPEX, NATURE OF EXP.		LAST PURCHASE	
Item / Asset Title	1 Pan Coating Oil / EdO Emulsion	<input type="checkbox"/> a) Expansion	<input type="checkbox"/> b) Capacity enhancement	<input type="checkbox"/> Supplier name : Mudra	COO : India
Type of Item / Asset	Raw Material	<input type="checkbox"/> c) Cost reduction	<input type="checkbox"/> d) Replacement	<input type="checkbox"/> Total value : 58,500 Dirhams	Rate : 5.50 Dirhams/Ltr
Department	Bakery - Production	<input type="checkbox"/> e) Office equipments	<input type="checkbox"/> f) Furniture & Fittings	<input type="checkbox"/> Total City : 5,000 Ltr	
Type of expenditure	: Capital <input checked="" type="checkbox"/> Revenue <input type="checkbox"/>	<input type="checkbox"/> g) Others (specify)		<input type="checkbox"/> pur. Memo. No : UBD/PW/2023/071	Date : 20/06/2023
Note: As item feasibility study is not done / is not applicable.					
REASON/OBJECTIVE OF THIS PURCHASE					
1) Pan coating oil or EdO Emulsion lubricant is required for bread pans for the production of slice breads. 2) Pan coating oil is the lowest price. 3) Quantity request through this P.M is 9,000 Ltr for consumption during a period of 3 months (OCT-DEC 2023). Approximate average monthly consumption will be 3,000 Ltr. 4) Lowest price & Approved quality.					
RISKS/CONCERN/NON-COMPLIANCE OF SOP'S OR POLICY					
RECOMMENDED SUPPLIER(S) DETAILS					
No	Party Name	Country of Origin	Shipment Term	Currency	Quoted rate/Ltr
1	Mudra General Trading LLC (Pan coating Oil / EdO Emulsion)	India	Door to door	AED	6.50
2	Khorakhalia Al Basti LLC (Pan Coating Oil/ EdO Emulsion)	Netherlands	Door to door	AED	8.50
3	Modern General trading LLC (Pan coating Oil/ EdO Emulsion)	Netherlands	Door to door	AED	13.00
* All the supported quotations should be analyzed.					
Party Name	Country of Origin	Shipment Term	Negotiated rate/Ltr	Exchange rate	Quantity/Volume-Ltr
Mudra General Trading LLC (Pan coating Oil/ EdO Emulsion)	India	Ex Stock	Door to door	6.50	9,000
					Total = 58,500
Supplier selection criterias:	Lowest Bidder <input checked="" type="checkbox"/>	Reputed supplier <input type="checkbox"/>	Others (Specify) <input type="checkbox"/>	BUDGET DETAILS	
Particulars				Amount (AED)	
Budget value for the requested capex/expense					
Budget utilized till last purchase					
Balance available for this purchase					
Proposed as per this purchase memorandum					
Surplus/Deficit					

Signature: _____
Amin,
Executive Purchase
19/09/2023

Signature: _____
Shahid Malik
Production Manager
19/09/2023

Signature: _____
Abdullah Pulooch
Chief Accountant
20/09/2023

Signature: _____
Tariq Mehmood
Asst. Vice President - Finance
25/09/2023

Signature: _____
Khalid Behroodi
Asst. Vice President - Finance
25/09/2023

Umm Said Bakery Dubai Branch

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No: UBD/PM/2023/131

PURCHASE MEMORANDUM

Date : 20-Sep-2023

BASIC DETAILS

Item / Asset Title	Wheat Gluten	IF CAPEX NATURE OF CAPEX		LAST PURCHASE
Type of Item / Asset:	Raw Material	a) Expansion	<input type="checkbox"/>	b) Capacity enhancement
Department:	Bakery- Production	c) Cost reduction	<input type="checkbox"/>	d) Replacement
Type of expenditure:	Capital <input checked="" type="checkbox"/> Revenue <input type="checkbox"/>	e) Office equipments	<input type="checkbox"/>	f) Furniture & Fittings

(Note: As attach feasibility study if a/b/c/d are applicable.

REASON/OBJECTIVE OF THIS PURCHASE

- 1) Wheat gluten is required for the production of European Breads, Buns & laminated products (croissants & rolls).
- 2) Gluten is essential ingredient used in all European products.
- 3) Quantity in this PM is 9,600 kg will be sufficient for approx.3 months (OCT-DEC 2023). Approximate average monthly consumption of Gluten is 3,200 kg.
- 4) Lowest Price.

RISKS/CONCERNS/NON-COMPLIANCE OF SOPs or POLICY

QUOTED SUPPLIER(S) DETAILS

No	Party Name	Country of Origin	Shipment Term	Currency	Quoted rate/kg	Negotiated rate/kg	Exchange rate	Rate in AED	Quantity	Total - AED	Payment Term / Mode	Remarks
1	Mudra General Trading LLC (Gluten)	China	Door to door	AED	8.50	8.50	1.00	8.50	9,600	\$81,600	60 days credit	1) 5% VAT amount is exclusive. 2) Approved supplier & quality. 3) Recommended quality from production department. 4) Availability of the item & Delivery as per our requirement.
2	Modern General Trading LLC (Gluten)	Netherlands	Door to door	AED	9.00	9.00	1.00	9.00	9,600	86,400	60 days credit	1) 5% VAT amount is exclusive. 2) Approved supplier & quality. However going with 'Mudra' due to the price advantage.
3	SAFFO Int'l. General Trading LLC (Gluten)	Germany	Door to door	AED	33.00	33.00	1.00	33.00	9,600	316,800	45 days credit	1) 5% VAT amount is exclusive. 2) Approved supplier & quality. However going with 'Mudra' due to the price advantage.

* All the suggested quantities should be attended

Party Name	Country of Origin	Shipment Mode	Shipment Term	Negotiated rate/kg	Exchange rate	Rate in AED	Quantity/ Volume/kg	Total - AED	Payment Mode	Shipment Date	Date of arrival	Period of completion
Mudra General Trading LLC (Gluten)	China	Ex-Stock	Door to door	8.50	1.00	8.50	9,600	\$81,600	60 Days credit	OCT- 2023 onwards based upon our LPO schedule.	1-2 days from the date of receiving LPO.	OCT-DEC 2023.

Supplier selection criteria(s) :	Lowest bidder <input checked="" type="checkbox"/>	Reputed supplier <input type="checkbox"/>	Others (specify) <input type="checkbox"/>	BUDGET DETAILS		
Particulars				Amount (AED)		
Budgeted value for the requested Capex/expense						
Budget utilized till last purchase						
Balance available for this purchase						
Proposed as per this purchase memorandum						
Surplus/(Deficit)						
Ajmal, Executive Purchase 20/09/2023	Shahid Maik Production Manager 20/09/2023	Azeem, Production Manager 20/09/2023	Abdullah Pathor Dy General Manager 25/09/2023	Samer Mohammed Senior Manager - Finance 25/09/2023	Khalid Bahuddin Asst. Vice President - Finance 25/09/2023	Tanveer Mohammed Chief Executive Officer 26/09/2023