

Kapco Banquets Catering Pvt. Ltd1 Rashid Mansion, Dr. A. B. Road, Worli Point,
Mumbai 400018.**Annexure-I**

PO No #	KAPCO/PO/24-25/000182	Order Date :	26-Jul-24			
<i>The above no must appear on all challans, invoices and all documents relating to this PO.</i>		Quotation / PI No:	KAPCO-2425-00161			
		Quotation / PI Date :	Mail			
		Department:	Blue Sea ODC			
To :	Keramikos F-63 RIICO Industrial Area, Shahjahanpur, Rajasthan	Delivery:	Kapco Banquets & Catering Pvt. Ltd Unit :Blue Sea ODC			
Tel :		Tel:				
Fax :		Fax:				
Contact Person :		Contact Person:	Mr. Vikesh			
Mobile :		Mobile:	8879773331			
Email:		E Mail:	vikesh.goel@bluseacatering.com			
GST No:	08DACPS8898K1ZL	GST No:	07AAGCK1789F1ZC			
Pan No:	DACPS8898K	Pan No:	AAGCK1789F			
We are pleased to confirm to provide the material/services as per details given below.Please arrange to supply as per the delivery period and the terms mentioned below.						
Sr. No	Item	Specification	UOM	Qty	Rate	Amount
1	Dinner Plate Georgion 27 cm	1002-27	Nos	500	₹ 299.00	₹ 1,49,500.00
2	Dessert Plate Georgion 23 cm	1002-23	Nos	400	₹ 272.00	₹ 1,08,800.00
3	Quarter Plate Georgion 18 cm	1002-18	Nos	250	₹ 162.00	₹ 40,500.00
4	Pasta Plate 23 cm	1102-23 (S)	Nos	125	₹ 316.00	₹ 39,500.00
5	Stackable Tea Cup 230 ml 8oz	3001-10230 (C)	Nos	150	₹ 115.50	₹ 17,325.00
6	Multi Saucer	3001-10015	Nos	450	₹ 115.50	₹ 51,975.00
7	Dal Katori	1602-1004	Nos	800	₹ 106.50	₹ 85,200.00
8	CAPPUCCINO MUGS	3004-10300	Nos	75	₹ 162.00	₹ 12,150.00
9	Stackable Soup bowl 10 cm	1503-30235	Nos	300	₹ 122.00	₹ 36,600.00
10	Tea Pot 1000 ML	4002-1200	Nos	4	₹ 881.00	₹ 3,524.00
11	Tea Pot 350 ML	4003-0350	Nos	9	₹ 691.02	₹ 6,219.18
12	Milk Creamer (Medium)	4202-10200	Nos	12	₹ 252.00	₹ 3,024.00
13	Salt Shaker	8001-10501	Nos	12	₹ 134.50	₹ 1,614.00
14	Pepper Shaker	8001-10502	Nos	12	₹ 134.50	₹ 1,614.00
15	Sugar Sachet	4105-0907	Nos	12	₹ 283.50	₹ 3,402.00
					Basic Amount	₹ 5,60,947
TERMS & CONDITIONS					Transportation % or Amount	At Actual
Payment Terms:	50% advance Balance Before Delivery				Subtotal	₹ 5,60,947.18
					IGST/CGST/SGST @ 12%	₹ 67,313.66
					GRAND TOTAL	₹ 6,28,261
Amount in words:	Rupees Six Lacs Twenty Eight Thousand Two Hundred sixty One Only					
SPECIFIC TERMS & CONDITIONS						
Delivery:	10 days After receipt of Purchase order and Payment					

Warranty:		
ing Address:	Kapco Banquets & Catering Pvt. Ltd, 1 Rashid Mansion, Dr. A. B. Road, Worli, Mumbai - 18	
For Kapco Banquets & Catering Pvt. Ltd.		
Prepared By - Purchase Executive	Approved By	Authorised By

Kapco Banquets Catering Pvt. Ltd

1 Rashid Mansion, Dr. A. B. Road, Worli Point,
Mumbai 400018.

GENERAL TERMS & CONDITIONS

Definitions

GOODS shall mean the materials, products or services to be purchased or to be supplied as specified in the PURCHASE ORDER and/or any part thereof.

PURCHASE ORDER shall mean the PURCHASE ORDER form, this document and any other document listed herein and shall constitute the entire agreement between the parties. SUPPLIER shall mean any person or company having a contract for the supply of GOODS to PURCHASER.

Price

The price along with other terms & conditions as mentioned in the above Purchase Order herein shall be binding to the seller.

Delivery Documents

The challan / Invoice should provide full particular of all articles with purchase order no. Obtain receivers signature and rubber stamp and attach copy of same with bill/invoices

Warranty

SUPPLIER warrants to PURCHASER and its clients that the GOODS shall comply in every respect with any specifications, drawings and other data forming part of the PURCHASE ORDER and shall be free of defective materials or workmanship and is complete without any omissions. SUPPLIER shall be fully responsible for making good immediately upon being notified by PURCHASER any omission and defects in the GOODS or any portion thereof which may appear or occur during the warranty period

SUPPLIER shall ensure that the warranty is directly extended to the PURCHASER and, at the PURCHASER's option, the PURCHASER may exercise any of the warranty herein directly against the manufacturer of the GOODS and its agents.

SUPPLIER's liability hereunder shall extend to all damages directly cause by the omissions or defects, including incidental damages such as removal, inspection, costs of return or storage. SUPPLIER shall not be liable for any indirect, remote or consequential losses.

License &

Permit

If execution of the PURCHASE ORDER requires any license or other permit issued in the country of shipment and/or origin, the PURCHASE ORDER shall be conditional upon such license or other permit being available at the relevant time. SUPPLIER shall be fully responsible for obtaining the necessary license and permit.

Confidentia

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Any PURCHASE ORDER placed by the PURCHASER including all accompanying designs, drawings, specifications and information which may be treated as confidential and in particular the SUPPLIER shall not make use of the PURCHASER'S NAME or the name of any companies associated with the PURCHASER for publicity purposes without the consent of the PURCHASER.

Insurance

SUPPLIER shall effect and maintain at its own cost, all applicable insurances as required by law and to cover SUPPLIER's responsibilities and liabilities under the PURCHASE ORDER. Nothing contained herein shall serve in any way to limit or waive SUPPLIER's responsibilities or liabilities under the PURCHASE ORDER.

Safety

Where a service is being provided on property occupied by PURCHASER, SUPPLIER shall be responsible for the safety of all persons engaged on the work, and all persons who may be affected by activities of SUPPLIER and shall comply with all PURCHASER's safety regulations and procedures.

Waiver

Any waiver by PURCHASER to any breach of the PURCHASE ORDER shall not constitute a precedent nor bind the parties to any subsequent breach by SUPPLIER.

Force

Majeure

Neither party shall be liable for any failure to fulfill any term of the PURCHASE ORDER if fulfillment has been delayed interfered with or prevented by force majeure. Force majeure may only be involved if the event preventing the fulfillment is due to no fault of the obligor, is not for his risk and has occurred since the obligation came into being.

Liability & Indemnity

SUPPLIER shall be responsible for and shall indemnify PURCHASER from and against all claims, proceedings, demands and causes of action in respect of any damage, loss or injury (including death) to any person or property arising out of SUPPLIER's negligence, acts or omissions, without regard to whether any negligence, act or omissions of PURCHASER contributed to such injury, death or property damage.

Payment

Payment will be effected within forty-five (45) days after receipt of an undisputed invoice (together with supporting documents) by the PURCHASER provided always that the PURCHASER has accepted the GOODS, or as otherwise agreed and stipulated in the PURCHASE ORDER.

Change

PURCHASER reserves the right at any time to make changes in the PURCHASE ORDER or any part thereof.

No change to or modification of the items, specifications, terms, conditions and prices appearing in the PURCHASE ORDER shall be binding upon PURCHASER unless expressly agreed in writing by PURCHASER. SUPPLIER shall promptly notify PURCHASER in the event that any GOODS subject of the PURCHASE ORDER are affected by changes in drawings, specifications or design, but SUPPLIER shall not without prior written consent of PURCHASER incorporate any such changes in the order.

Acceptance

In the case of GOODS delivered by SUPPLIER not conforming with the PURCHASE ORDER whether by reason of not being of the quality or in the quantity or measurement stipulated or being unfit for the purpose for which they are required, PURCHASER shall have the right to reject such GOODS within a reasonable time of their delivery and inspection and to purchase elsewhere and to claim for any additional expense incurred without any prejudice to any other right which PURCHASER may have against SUPPLIER. The making of any prior payments by PURCHASER shall not prejudice PURCHASER'S right of rejection.

Termination

In the event of any breach of any of the terms and conditions of the PURCHASE ORDER including failure to deliver by the due date, then PURCHASER without prejudice to any other rights, may terminate the PURCHASE ORDER and may return GOODS previously supplied under the PURCHASE ORDER for full credit by SUPPLIER. In the event of termination due to non-delivery or non-acceptance due to SUPPLIER's breach of the terms and conditions hereof, SUPPLIER shall undertake to reimburse all monies paid by PURCHASER prior to the date of termination including all direct costs and expenses incurred by PURCHASER arising from or in connection with the termination.

Keramikos

F-63 RIICO Industrial Area
Shahjahanur, Rajasthan
GSTIN : 08DACPS8898K1ZL

Buyer's Name

Kapco (Banquets & Catering)
1 Rashid Mansion, Dr. Annie Besant Road, Worli,
Mumbai-400018, Maharashtra

S.No.	Article Code	Description	Picture (attached plain white for share reference)
Design Liliee Non platinum (Initial			
1	1002-27	Dinner Plate Georgion 27 cm	
2	1002-23	Dessert Plate Georgion 23 cm	
3	1002-18	Quarter Plate Georgion 18 cm	
4	1102-23	Soup Plate Georgion 23 cm	
5	1602-1004	Dal Katorie	
6	8001-10501	Salt Shaker	
7	8001-10502	Pepper Shaker	
8	3001-10090	Stackble Espresso Cup & Saucer	
9	1503-30235	Stackable Bowl 10 cm	
10	3001-10230 (C)	Stackable Tea Cup 8 Oz	
11	3001-10015	Multi Saucer	

12	4105-0907	Sugar Sachet Holder	
13	3004-10300	CAPPUCCINO MUGS	
14	4002-1200	Tea Pot 1000 ml	
15	4202-10100	Milk Cremer 100 ml	
16	4202-10200	Milk Cremer 200 ml	
Additional Order on			
1	1503-30230	Stackable Bowl 9 cm	
2	4003-0350	Chinese Tea Pot 350 ml	

Terms and Conditions:

- 1 - Prices are Ex-warehouse in Shahjahanpur, Rajasthan - **Freight on actual basis is extra,**
- 2- GST- 12% extra as actual
- 3- Prices quoted for Selected Design
- 4- Payment Terms:
- 5- Any change in quantity and quality of product will have to be agreed in writing alongwith
- 6- Commercial terms as mutually agreed and reduced to writing as per proforma invoice / pr
- 7- Disputes If any, arising out of supply of above products are restricted to Delhi Courts onl
- 8- Delivery schedules are subject to force majeure conditions and circumstantial situations bey

Bank Details

Name of account holder: Keramikos
Bank Name: Canara Bank
Branch: Defence HQ, Southblock
Account number : 90551250000280
IFSC CODE: CNRB0019055



List Price	Discount @38%	Net Rate	Qty	Amount
(Order on 1st July 2024)				
494.00	187.72	306.28	500	1,53,140.00
448.00	170.24	277.76	500	1,38,880.00
267.00	101.46	165.54	500	82,770.00
522.00	198.36	323.64	200	64,728.00
176.00	66.88	109.12	800	87,296.00
223.00	84.74	138.26	12	1,659.12
223.00	84.74	138.26	12	1,659.12
332.00	126.16	205.84	100	20,584.00
203.00	77.14	125.86	300	37,758.00
190.00	72.20	117.80	300	35,340.00
190.00	72.20	117.80	500	58,900.00

469.00	178.22	290.78	24	6,978.72
265.00	100.70	164.30	72	11,829.60
1,456.00	553.28	902.72	12	10,832.64
416.00	158.08	257.92	12	3,095.04
462.00	175.56	286.44	12	3,437.28
10 July 2024				
192.00	72.96	119.04	1	119.04
1,142.00	433.96	708.04	1	708.04
Total				7,19,714.60
Freight				
GST@12%				86,365.75
G.Total				8,06,080.35

Freight As per

price change if any
purchase order.
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yond our control.

Keramikos

F-63 RIICO Industrial Area
Shahjahanpur, Rajasthan
GSTIN : 08DACPS8898K1ZL

Buyer's Name

Kapco Banquets & Catering Pvt. Ltd.
Araya Bagh,
843/1, Mehrauli-Gurgaon Rd, Gadaipur,
Near Ghitorni Metro Station,
DLF Farms, New Delhi, Delhi 110030
GST No. 07AAGCK1789F1ZC

S.No.	Article Code	Description	List Price	Discount @ 38%	Final Rate
Design - Lille Non Platinum 12751-NPL					
1	1002-27	Dinner Plate Georgion 27 cm	470.00	179.00	291.00
2	1002-23	Dessert Plate Georgion 23 cm	427.00	162.00	265.00
3	1002-18	Quarter Plate Georgion 18 cm	255.00	97.00	158.00
4	1102-23 (S)	Pasta Plate 23 cm	497.00	188.00	309.00
6	3001-10230 (C)	Stackable Tea Cup 230 ml 8oz	181.00	68.00	113.00
7	3001-10015	Multi Saucer	181.00	68.00	113.00
8	3001-10090	Demitass Cup & Saucer	316.00	120.00	196.00
10	1602-1004	Dal Katori	168.00	64.00	104.00
11	1503-30230	Stackable Meat bowl 9 cm	182.00	69.00	113.00
13	1503-30235	Stackable Soup bowl 10 cm	190.00	72.00	118.00
14	4002-1200	Tea Pot 1000 ML	1,386.00	527.00	859.00
15	4003-0350	Tea Pot 350 ML	1,087.00	413.00	674.00
16	4202-10200	Milk Creamer (Medium)	439.00	167.00	272.00
17	8001-10501	Salt Shaker	211.00	80.00	131.00
18	8001-10502	Pepper Shaker	211.00	80.00	131.00
19	4105-0907	Sugar Sachet	445.00	169.00	276.00

Terms and Conditions:

- 1 - Prices are Ex-warehouse in Shahjahanpur, Rajasthan - **Freight on actual basis is extra,**
- 2 - GST- 12% extra as actual
- 3 - Prices quoted for Selected Design
- 4 - Payment Terms:
- 5 - Any change in quantity and quality of product will have to be agreed in writing alongwith pri
- 6 - Commercial terms as mutually agreed and reduced to writing as per proforma invoice / purh
- 7 - Disputes If any, arising out of supply of above products are restricted to Delhi Courts only.
- 8 - Delivery schedules are subject to force majure conditions and circumstantial situations beyon

Bank Details

Name of account holder: Keramikos

Bank Name: Canara bank

Branch: Defence HQ, Southblock

Account number : 90551250000280

IFSC CODE: CNRB0019055

Date : 08-11-2022

Qty based on carton size	Amount
360	1,04,760.00
216	57,240.00
240	37,920.00
72	22,248.00
240	27,120.00
456	51,528.00
24	4,704.00
336	34,944.00
144	16,272.00
240	28,320.00
4	3,436.00
4	2,696.00
12	3,264.00
12	1,572.00
12	1,572.00
24	6,624.00
Total	4,04,220.00
Freight	
Final Total	4,04,220.00
GST@12%	48,506.40
G.Total	4,52,726.40

(Items not based on minimum packing size)

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Keramikos

F-63 RIICO Industrial Area
Shahjahanur, Rajasthan
GSTIN : 08DACPS8898K1ZL



Buyer's Name

Kapco (Banquets & Catering)
1 Rashid Mansion, Dr. Annie Besant Road, Worli,
Mumbai-400018, Maharashtra

S.No.	Article Code	Description	Picture	Rate supplied in 2022	New Discounted rate (which is 5% increase)	New Negotiated rate	Qty	Amount
Design Lillee Non platinum (Initial Order on 1st July 2024)								
1	1002-27	Dinner Plate Georgion 27 cm		291	306	299.00	500	1,49,500.00
2	1002-23	Dessert Plate Georgion 23 cm		265	277	272.00	500	1,36,000.00
3	1002-18	Quarter Plate Georgion 18 cm		158	166	162.00	500	81,000.00
4	1102-23	Soup Plate Georgion 23 cm		309	324	316.00	200	63,200.00
5	1602-1004	Dal Katorie		104	109	106.50	800	85,200.00
6	8001-10501	Salt Shaker		131	138	134.50	12	1,614.00
7	8001-10502	Pepper Shaker		131	138	134.50	12	1,614.00
8	3001-10090	Stackble Espresso Cup & Saucer		196	206	201.00	100	20,100.00
9	1503-30235	Stackable Bowl 10 cm		118	126	122.00	300	36,600.00
10	3001-10230 (C)	Stackable Tea Cup 8 Oz		113	118	115.50	300	34,650.00
11	3001-10015	Multi Saucer		113	118	115.50	500	57,750.00
12	4105-0907	Sugar Sachet Holder		276	290	283.50	24	6,804.00
13	3004-10300	CAPPUCCINO MUGS			164	162.00	72	11,664.00
14	4002-1200	Tea Pot 1000 ml		859	902	881.00	12	10,572.00
15	4202-10100	Milk Cremer 100 ml			258	252.00	12	3,024.00
2	4003-0350	Chinese Tea Pot 350 ml				691.02	12	8,292.24
							Total	7,07,584.24
							Freight	
							GST@12%	84,910.11
							G.Total	7,92,494.35

1,49,500.00

Freight As per Actual

Terms and Conditions:

- Prices are Ex-warehouse in Shahjahanpur, Rajasthan - **Freight on actual basis is extra,**
- GST- 12% extra as actual
- Prices quoted for Selected Design
- Payment Terms:
- Any change in quantity and quality of product will have to be agreed in writing alongwith price change if any
- Commercial terms as mutually agreed and reduced to writing as per proforma invoice / purchase order.
- Disputes If any, arising out of supply of above products are restricted to Delhi Courts only.
- Delivery schedules are subject to force majeure conditions and circumstantial situations beyond our control.

Bank Details

Name of account holder: Keramikos
Bank Name: Canara Bank
Branch: Defence HQ, Southblock
Account number : 90551250000280
IFSC CODE: CNRB0019055

Wed 09-11-2022 12:44

Mahendra Shinde
RE: PI of FnS Cutlery. (Kapco Banquet)

To: Santosh Sawant


Cc: Hemant Kajuwalkar; Ashay Desai; Vikesh Goel

PI-499-Kapco Banquet-Cutlery-7th Nov, 2022.xlsx - 53 KB

Dear Santosh,

Kindly raise PO today without fail and email to vendor for further processing.

Thanks & Regards,



MAHENDRA SHINDE
Sr. Manager Supply Chain & Procurement
M: 9918879660004
E: mahendra.shinde@kapcocatering.com
L: Rashid Marathe, Dr. Amte Research Road, Wank, Mumbai - 400018

THANK YOU FOR MAKING US ANYTHING BUT ORDINARY.

From: Namosons Hospitality <namosonshospitality@gmail.com>
Sent: 09 November 2022 11:05
To: Mahendra Shinde <mahendra.shinde@k-corp.in>
Cc: Hemant Kajuwalkar <mumbai.purchase@k-corp.in>; Ashay Desai <ashay.desai@cateringcollective.in>; Vikesh Goel <vikesh.goel@arayabagh.com>
Subject: PI of FnS Cutlery. (Kapco Banquet)

Dear Sir,

PFA the PI of FnS Cutlery.

Thanking You..!!

Regards,
Sushma Mokashi
99204 51155

Wed 09-11-2022 12:44

Mahendra Shinde
RE: PI of FnS Cutlery. (Kapco Banquet)

To: Santosh Sawant

Cc: Hemant Kajuwalkar; Ashay Desai; Vikesh Goel

PI-499-Kapco Banquet-Cutlery-7th Nov, 2022.xlsx - 53 KB

On Wed, Nov 9, 2022 at 10:53 AM Mahendra Shinde <mahendra.shinde@k-corp.in> wrote:

Dear Sushma,


Thanks for sharing PI.

@Hemant Kajuwalkar please process PO today and share with Sushma.

Dear Sushma, requesting you to arrange delivery by 25th Nov. 2023.

Requesting you all to do the needful.

Thanks & Regards,



MAHENDRA SHINDE
Sr. Manager Supply Chain & Procurement
M: 9918879660004
E: mahendra.shinde@kapcocatering.com
L: Rashid Marathe, Dr. Amte Research Road, Wank, Mumbai - 400018

THANK YOU FOR MAKING US ANYTHING BUT ORDINARY.

Wed 09-11-2022 12:44

Mahendra Shinde
RE: PI of FnS Cutlery. (Kapco Banquet)

To: Santosh Sawant

Cc: Hemant Kajuwalkar; Ashay Desai; Vikesh Goel

PI-499-Kapco Banquet-Cutlery-7th Nov, 2022.xlsx - 53 KB

From: Namosons Hospitality <namosonshospitality@gmail.com>
Sent: 07 November 2022 11:58
To: Mahendra Shinde <mahendra.shinde@k-corp.in>
Cc: Ashay Desai <ashay.desai@cateringcollective.in>; Vikesh Goel <vikesh.goel@arayabagh.com>; Hemant Kajuwalkar <mumbai.purchase@k-corp.in>
Subject: PI of FnS Cutlery. (Kapco Banquet)

Dear Sir,

PFA the PI of FnS Cutlery.

Thanking You..!!

Regards,
Sushma Mokashi
99204 51155



Wed 09-11-2022 12:44

Mahendra Shinde

RE: Pl of FnS Cutlery. (Kapco Banquet)

To Santosh Sawant

Cc Hemant Kajwalkar; Ashay Desai; Vikesh Goel

PI-499-Kapco Banquet-Cutlery-7th Nov, 2022.xlsx
53 KB

Dear Sushma,

Greetings from Kapco Banquets & Catering Pvt. Ltd.....!!!!

This is with reference to our discussion regarding requirement cutlery for our
Upcoming Banqueting venue in Delhi.

PFA our detailed requirement for your kind reference.

Brand - FNS

Model - VICTORIA

I would appreciate if you can share best lowest pricing for the same also let

Us know what is lead time for supply of stock at our Delhi outlet.

Location :- Araya Bagh, Near Ghitorni Metro Station, Sultanpur Village, MG Road, Delhi.

System tray showing 34°C, Smoke, taskbar icons, and system clock 13:49 09-11-2022



Wed 09-11-2022 12:44

Mahendra Shinde

RE: Pl of FnS Cutlery. (Kapco Banquet)

To Santosh Sawant

Cc Hemant Kajwalkar; Ashay Desai; Vikesh Goel

PI-499-Kapco Banquet-Cutlery-7th Nov, 2022.xlsx
53 KB

Subject: Quote of FNS Cutlery

Dear Shinde Sir,

As discussed, kindly have a look of the attached list of cutlery required at Araya Bagh, New Delhi and do the needful to get the quote

Brand - FNS

Model - VICTORIA

Regards





VIKESH GOEL
Banquet General Manager
9822499773
vikesh.goel@blueseacatering.com
www.blueseacatering.com
11 Khau Abadi Ghitorni Road, World Sea Food, Mumbai 400 033



System tray showing 34°C, Smoke, taskbar icons, and system clock 13:49 09-11-2022

SINGLE VENDOR DECLARATION

Date: 01-07-2024	PO No: KAPCO/PO/24-25/000182
Vendor Name: KERAMIKOS	
Product Description: Crockery	Unit / Project Name: Blue Sea ODC
Justification:	
Specific Material procure by Blue Sea ODC (As per Same material Procure by Araya Bagh Delhi images attach in Annexure	Only known supplier. (List of the suppliers which were contacted below and the specific reasons why each was not a viable source).
	Only known qualified supplier or item. (List the qualifications that each source or items meet. If another supplier offers a similar item, provide the item identification, supplier information and comparable pricing).
	Supplier proprietary item. (The selected supplier is the only manufacturer of this item. List the reasons why no substitute item can be used and if no similar item is available).
	Franchise / Management / User Dept Directed. (Provide a copy of letter, or memo or e-mail specifically directing this source/vendor already work with us on same location).
	Item / Rate Contracted. (Provide copy of the contract / agreement)
 Prepared By	 Approved By

SINGLE VENDOR DECLARATION

Date: 14-08-2024	PO No: KAPCO/PO/24-25/000220
Vendor Name: KERAMIKOS	
Product Description: Crockery	Unit / Project Name: Blue Sea
Justification:	
<u>Specifique Material procure by Blue Sea ODC (As per Same material Procure by Araya Bagh Delhi images attach in</u>	Only known supplier. (List of the suppliers which were contacted below and the specific reasons <u>why each was not a viable source</u>).
	Only known qualified supplier or item. (List the qualifications that each source or items meet. If another supplier offers a similar item, <u>provide the item identification, supplier information and comparable pricing</u>).
	Supplier proprietary item. (The selected supplier is the only manufacturer of this item. List the reasons why no substitute item can be used and if no similar item is available).
	Franchise / Management / User Dept Directed. (Provide a copy of letter, or memo or e-mail specifically directing this source) vendor already work with us on same location.
	Item / Rate Contracted. (Provide copy of the contract / agreement)

Prepared By

Approved By