Prepared by:		T.D. Murthy			
Report Date		19-03-2022			
Site		Modi Consultancy Services - Greens To			
List of requis	itions Whore DC)/WO not prepared 3 working days after r	requisition:		
Requisition No	Requisition Date	Material Descscription	Purchase Officer - Remarks	Material delivered?	If material is not delivered - is delay justified?
Nil	Nil	Nil	Nil		
List of requis	itions Whora DC)/WO is prepared and items have not rece	ived at aita		-
Nil	Nil	Nil	Nil		
INII	INII	1411	INII		
	D. MC	lluy			
		MAN			
		ello]			
			*		
				ar - i	
			2		

.Remarks from site on the 'Requisition by Site Report' of purchase division

		100		1	Date:			14-03-22			
Company: MCS			NO TOWERS		Prepared by:		MEENAKSHI. N				
O.C.			NS TOWERS					MILLIAM			
100001111			-22 to 12-03-22		Appro	roved by:					
Report Date		14-03-2		4*.							
List of requ	isitions num	bers mi	ssing in the repor	τ:	dores	for require	tion				
			O not prepared	3 working	days a	ner requisi	tion.	Deacon	for not	nrenaring PO	WO#
Req No.	Req Date		Serial no. Iter		em Description		Reason for not preparing PO/WO#				
							Nill				
Nill			INIII	14111						×	
	-										
D. M. D. Doto		to	Serial no of	of Item Description		Details of discussion with supplier\$					
Req No. Req Date		ie	item in Req.	nom Beseripus		puon					
1	NILL		NILL	NILL	NIL I		NIL	NILL			
1	MILL		THE	11100							
								- 1			
								- 1			
									1 (1 = 1		1
N Conta	e passes issue	d thic v	veek.	Nil/5	₩ F	rom No.			To No.		
No. of gate	an site visit	on:	VCCK.	141175							
Delivery v	an site visit	thor) &	stock report ema	iled in pdf	format	to purchas	e?		1	Yes / No	
				nea in par	3	T		_	-		
	ordered but r										
	ections & rea										
	steel & ceme			W/4 for 1'	mte	Stock at s	eite	Stock at si	ite in	Previous sto	ck in Kgs
Sl. No	Tor size	1 -	Wt. for 12 mtr rod – kgs		- no of rods		Kgs		3		
			.395	Tou - kgs	4.74	- 110 01 10	745	1150			
1.	8mm		.617		7.404						
2.	10mm				10.68						
3.	12mm		.89		18.96						4 1-45
4.	16mm		1.58		29.64						
5.	20mm		2.47		46.32						
6.	25mm		3.86		75.84						
7.	32mm	•	6.32		13.04						
8.	Binding	wire	ODC last			PPC/PSC	,		Р	PC/PSC last	
OPC stock	ζ		OPC last			stock				weeks stock	
			weeks stock				fficer			Admin Audit	
Details			Project Manage	er Admin		Admin	Jincer/ivianager		1		
Sign					_						
Date					1 0 0	1 (1.1)	40 mi	ahasa@madin	operties c	om ashaiya@mod	iproperties.com a

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaiya@modiproperties.com and raikumarn@modiproperties.com on every Saturday. 3. Admin offices shall not leave the site without ompleting this report. 4. Ensure that inward numbers are written on the Requisitions, clearly showing the items not received on a daily basis.

5. Mention PO & MRN no. on DCs / bills. 6. Report to be signed by Admin manager & Project manager at site and filed at site. 7. #Suggested remarks – For technical details from site, For negotiations/quotations, Local purchase, For MDs approval/input, 8. Suggested remarks - Ready with supplier, Supplier not contacted, Supplier not reachable, Material in transit, WO - under fabrication, WO - material for fabrication not received, WO - material received fabrication not started, Delivery van delay, Delay by purchase assistant, Supplier arranging for material, 9. Purchase to send reply to this report within one week. 10. Follow up for WO is the responsibility of engineers at site – purchase to write 'NA' in reply to this report. 11. Admin officers/managers must call all suppliers on a daily basis for follow-up – DO NOT CALL PURCHASE!