

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

Company:	Modi Realty Mallapur LLP	Date:	01.04.22
Site:	Gulmohar Residency	Prepared by:	A. Janaki
Report From / To	27.03.22	Approved by:	
Report Date	01.04.22		

List of requisitions numbers missing in the report*: Req no :

List of requisitions where PO/WO not prepared 3 working days after requisition:

Req No.	Req Date	serial no of item in Req	Item Description	Reason for not preparing PO/WO
192892	24.02.22	1 to 6	MS coupling	Po to be issue
193005	26.03.22	1 to 4	C.I pipes	Po to be issue
193017	29.03.22	1 to 4	Fire safety system 12 zone	Po to be issue
192978	21.03.22	1 to 3	Cable tray	Po to be issue

List of requisitions where PO/WO is prepared and items have not been received at site beyond the lead time:

Req No.	Req Date	Serial no of item in Req.	Item Description	Details of discussion with supplier
192875	22.02.22	1 to 4	Steel	Partly material delivered
192759	05.02.22	1,2	Grills	Partly material delivered
192871	22.02.22	1,2	Fire safety doors	We call to supplier, due to rate issue they are not willing to supply material.
192872	22.02.22	1,2	Fire safety doors	We call to supplier, due to rate issue they are not willing to supply material.
192873	22.02.22	1	Fire safety	We call to supplier, due to rate issue they are not willing to supply material.
192909	01.03.22	1 to 4	Templates	No stock at SSLLP
192766	31.01.22	1 to 4	Templates	No stock at SSLLP
192802	07.02.22	1 to 4	Templates	No stock at SSLLP
192903	01.03.22	1 to 4	Templates	No stock at SSLLP
192931	08.03.22	1	Concealed flush tanks	No stock at SSLLP
192922	08.03.22	1,2	Holdfast	Partly material delivered
192942	12.03.22	1 to 4	Grills	No stock at SSLLP
s192950	15.03.22	1	Lap top bags	Online purchases
192972	19.03.22	1	M.S pipe	Supplier arranging for material
193002	25.03.22	1 to 6	Aluminum armored cable	Supplier arranging material
193010	28.03.22	1	Water dispenser	Tuesday will be delivered
192891	24.02.22	1 to 4	SS fire hydrant valve	Supplier arranging material
192951	18.03.22	1 to 5	Panel doors	No stock at SSLLP
192949	18.03.22	1 to 5	Panel doors	No stock SSLLP
192967	17.03.22	1	Concealed flush tanks	No stock SSLLP
192966	17.03.22	1 to 7	Panel doors	No stock at SSLLP
192974	19.03.22	1 to 4	EWC -Wall hang	No stock at SSLLP
192980	21.03.22	1	Breath analyzer	Online purchases
192981	21.03.22	1	Panel door	No stock at SSLLP

192983	21.03.22	1	Panel doors	No stock at SLLP		
192985	22.03.22	1 to 6	Panel doors	No stock at SLLP		
192994	24.03.22	1	Concealed flush tanks	No stock at SLLP		
193013	28.03.22	1	Concealed flush tanks	No stock at SLLP		
193014	28.03.22	1	Concealed flush tanks	No stock at SLLP		
No of gate passes issued this week			From No.	3436	To No.	3436
Delivery van site visit on :			29.03.22(Tuesday) 31.03.22(Thursday)			
Inward report (MRN/other) & stock report emailed in pdf format to purchase					Yes	
Item not ordered but received : Nill						
Detail of steel & cement stock						
SI NO	Tor size	Wt per mtr. - kgs	Wt. for 12 mtr rod - kgs	Stock at site - no of rods	Stock at site in Kgs	Previous stock in kgs
1.	8mm	0.395	4.74	Nill	Nill	
2.	10mm	0.617	7.41	Nill	Nill	
3.	12mm	0.888	10.6	Nill	Nill	
4.	16mm	1.580	18.9	60	1134	
5.	20mm	2.469	29.6	30	888	
6.	25mm	3.86	46.32	5	231	
7.	32mm	66.67		Nill	Nill	
8.	Binding wire			Nill	Nill	
OPC stock	600	OPC last weeks stock	30	PPC/PSC stock	420	PPC/PSC last weeks stock 100
Details		Project Manager		Admin Officer/Manager		Admin Audit
Sign				A. Tanaka		
Date				11/4/22		

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaiva@modiproperties.com and rajkumar@modiproperties.com on every Saturday. 3. Admin offices shall not leave the site without completing 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!