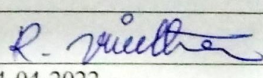
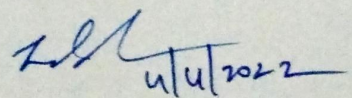


Remarks from site on the 'Requisition by Site Report' of purchase division

Company:	GV Discovery center pvt.ltd	Date:	04.04.2022
Site:	Genopolis	Prepared by:	Vineetha reddy
Report From / To	26-03-2022 to 31-03-2022 (Sunday to Saturday)	Approved by:	Subba Reddy
Report Date	01.04.2022		
List of requisitions numbers missing in the report*: 01 (req no 13493)			
List of requisitions where PO/WO not prepared 3 working days after requisition:			
Req No.	Req Date	Serial no of item in Req.	Reason for not preparing PO/WO*
196008	24-03-2022	01	Frp manhole covers
196010	25-03-2022	01	Tool kit
196012	26-03-2022	01	Biometric charger
196016	30-03-2022	01	ISM 125
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.	Details of discussion with supplier.
13452	21-01-2022	04	Glass door
13441	28-01-2022	01	L patti
196003	16-03-2022	01	Rmc
196009	25-03-2022	01	3 core copper flat wire
196013	28-03-2022	01	Garbage collection bags
No. of gate passes issued this week:	0	From No.	-
Delivery van site visit on:		To No.	-
Inward report (MRN/other) & stock report emailed in pdf format to purchase?	Yes / No		
Items not ordered but received:			
Other corrections & remarks:			
Details of steel & cement stock			
Sl. No	Tor size	Wt per mtr. - kgs	Wt. for 12 mtr rod - kgs
1.	8mm	.395	4.74
2.	10mm	.617	7.404
3.	12mm	.89	10.68
4.	16mm	1.58	18.96
5.	20mm	2.47	29.64
6.	25mm	3.86	46.32
7.	32mm	6.32	75.84
8.	Binding wire		
OPC stock		OPC last weeks stock	PPC/PSC stock
			0
Details	Project manager	Admin Officer/Manager	Admin Audit
Sign			
Date	04-04-2022	04-04-2022	04-04-2022

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiroperties.com, ashaiya@modiroperties.com and rajikumarn@modiroperties.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


ut/ut/2022