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

Company:				Date:	09-04-2022				
Site: Si		er Oak Villas part-I	II	Prepared by:	K.Tulasi Rani				
		4-2022 to 09-04-20	22(fri to	Approved by:	K Purshotham				
sat     Report Date   09-04-2022		4-2022							
	sitions numbers	missing in the repo	*.						
List of requis	sitions where Po	WO not prepared	2 montein	g days after requisition					
Req No.	Req Date	Serial no of	3 Working	g days after requisition					
•	•	item in Req		tem Description	Reason for not preparing PO/WO				
184008	10-03-2022		Powder	coated grills					
184009	10-03-2022		Powder	coated grills					
184015	15-03-2022		Crema i	marfil					
184040	24-03-22	1-8	UPVC v	windows					
184052	29-03-22	1-8	UPVC v	windows					
184069	06-04-22	1-8	UPVC V	Windows					
184070	06-04-22	1	Breathir	ng Analyzer					
List of requisi	itions where PC	/WO is prepared ar	nd items ha	ive not been received a	at site beyond the lead time:				
Req No.	Req Date	Serial no of	I	tem Description	Details of discussion with supplier				
		item in Req.			Details of discussion with supplier				
183780	11-12-2021	1	Urban w	ood natural 56 box	Material not available				
			pending	ood natural 50 ook					
183909	01-02-2022	01	Regal Beige		Material not available				
183913	01-02-2022	08	Door pannels and hardware						
183925	24-12-2022	01	Utlra sprinkle HL		Stock not available at supplier				
183949	19-02-2022	1-4	Bathroon		Stock not available at supplier				
183952	19-02-2022	1-3	Bathroon		Stock not available at supplier				
183953	22-02-2022	1-2		n tiles ultra sprinkler	Stock not available at supplier				
183956	25-02-2022	1-2	Regal be	iga tilas	Stock not available				
183957	25-02-2022	1-2	Bathroor		Stock not available				
183958	25-02-2022	1-2	Bathroom tiles		Stock not available				
183968	01-03-2022	1-3			Stock not available				
102700	01-03-2022	1-3	tiles	n tiles ultra sprinkler	Stock not available				
183969	01-03-2022	2022 1-2							
103707	01-03-2022	1-2	Bathroom tiles ultra sprinkler tiles		Stock not available				
183973	01-03-2022	1-4	Bathroon	- 411					
183976	03-03-2022	1			Stock not available				
183979	03-03-2022	1-5	Bathroon		Stock not available				
183981	03-03-22	1-3	Bathroon		Stock not available				
183982	03-03-22		Crema Marfil		Stock not available				
183987	05-03-22	1-5	Bathroom tiles		Stock not available				
183994	07-03-2022	1-4	UPVC windows		Supplier delivery by Tuesday				
184003		1-4	UPVC windows		Supplier delivery by monday				
184013	10-03-2022	1	MI cameras		Delivery by wedenesday				
184014	12-03-22	1-5	WPC door frames		Stock available delivery by tuesday				
184017	14-03-22	1	UPVC windows		Supplier delivery by monday				
	16-03-22	1	Concealed Flush tanks		Stock not available				
184020	16-03-2022	1-36	CPVC union&ball valve		Material available delivery by mond				
184030	21-03-2022	1-8	UPVC wi		Supplier fix the windows by Thursday				
184032	21-03-22	1	White cer	nent pending	Material available delivery by monda				
184033	21-03-22	1-9	WPC doo		Stock available delivery by tuesday				
184034	21-03-22	1-4	WPC doo		Stock available delivery by tuesday				
184038	24-03-22	1-8	UPVC wi		Supplier fix the windows by Thursday				
184039	24-03-22	1-8	UPVC wi	ndows	Supplier fix the windows by Thursday				
184042	24-03-22		Fruit pack		Material available delivery by monda				

1046:5									
184045	2.00 22	1	SS Railing		Material a	l available delivery by tuesday			
184049		1-7	UPVC Wind	lows	Material a	available delivery by tuesday			
184056	20 03 22	1	Pad Locks		Material a	available delivery by tuesday			
184057	30-03-22	1	SS railing		Material a	vailable delivery	by tuesday		
					Thursday	variable delivery	бу		
184058	30-03-22	1-8	Sliding Wind	low		vailable delivery	<b>L</b>		
					Thursday	valiable delivery	бу		
184061	3-03-22	1-9	Panel Doors			vailable delivery	h 1		
184062	01-04-22	1-2	Pendrive		Material a	vailable delivery	by monday		
184065	04-04-22	1-2	Plumbing ma	aterial	Material a	vailable delivery	by monday		
184068	06-04-22	1-2	Hammer & (		Material a	valiable delivery	by tuesday		
				stainte oit	Material a	vailable delivery	by monday		
No. of gate	passes issued this	s week:	2/5	From No.	9601 T	Y- NT	2.60		
Delivery va	n site visit on:1		04-04-22 06	04 22 09 04 22	9001 1	o No.	9602		
Inward repo	ort (MRN/other)	& stock report em	ailed in pdf forma	t to purchase?					
Items not or	dered but receive	.d.	anea in par forma	it to purchase?		Yes			
	ctions & remarks								
Details of st	eel & cement sto	.ck							
Sl. No	Tor size	Wt per mtr	W4 6- 12						
	TOT SIZE	kgs	Wt. for 12 mtr	Stock at site -	Stock at sit	ite Previous stock in			
1.	8mm	.395	rod – kgs	no of rods	in Kgs		C		
2.	10mm		4.74		-				
3.	12mm	.617	7.404		-				
4.	16mm	.89	10.68		-				
5.	20mm	1.58	18.96	-	-				
6.	25mm	2.47	29.64	-	-				
7.	32mm	3.86	46.32	-	-				
8.		6.32	75.84	-	-				
OPC stock	Binding wire	-		Nill	Nill	Nill			
OPC Stock	Nill	OPC last	Nill	PPC/PSC	519	PPC/PSC last	130		
Details		weeks stock		stock		weeks stock	130		
		Project Manage	r	Admin Officer/N	Manager	Admin Audit			
Sign						- Lamin Audit			
Date		09-04-2022		09-04-2022					
voies: 1. * Send	a copy of the missing	requisitions to Purchas	se immediately 2 Can	1.41.					

Notes: 1. \* Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to <a href="mailto:purchase@modiproperties.com">purchase@modiproperties.com</a>, <a href="mailto:ashaiya@modiproperties.com">ashaiya@modiproperties.com</a> and <a href="mailto:raikumarn@modiproperties.com">raikumarn@modiproperties.com</a> 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 & Suggested remarks - Ready with supplier, Supplier not contacted, Supplier ont 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!

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

			PLSOV Dat			<del>2</del> :	09-04-2022					
		Silver	er Oak Villas part-III			Prepared by:		K.Tulasi Rani				
Report From / To 01-04 sat)			4-2022 to 09-04-2022(fri to			Approved by:		K Purshotham				
		09-04-	2022									
List of requi	sitions nun	nbers m	issing in the rep	ort*:								
List of requi	sitions who	ere PO/	WO not prepare	d 3 working	g days	after requis	sition:					
Req No. Req Date		Date	Serial no of item in Req		Item Description		Reason for not preparing PO/WO#				O/WO#	
List of requi	sitions whe	ere PO/	WO is prepared	and items h	ave no	ot been recei	ived at	site beyond	the I	and time:		
Req No.	Req	Date	Serial no of Item item in Req.		n Description		Ived at	ved at site beyond the lead time:  Details of discussion with supplier <sup>s</sup>				
185153	07-03	-2022	1	Hexagonal		-		fter payment he will delivery the material				
185161	14-03	-2022	1			stone	Supp	lier delivery	by 1	Tuesday		
185167	28-03	-2022	1-2	Al. servic		e wire	Supplier delivery b					
185170	01-04-	2022	1		Tandoor		Supplier delivery b		by 7	y Tuesday		
No. of gate p			veek:	Nil		From No.	Ni	1 To	No.		Nil	
Delivery van				04-04-2	.2 ,06-	04-22, 08-0	4-22					
			stock report ema	iled in pdf	format	t to purchase	e?			Yes		
sItems not or			l:									
Other correct												
Details of ste		nt stock										
Sl. No	. No Tor size				for 12 mtr Stock at			tock at site			ock in Kgs	
	0		kgs	rod – kgs		- no of ro						
1. 2.	8mm		.395		4.74	156	7	740				
3.	10mm 12mm		.617		7.404	-		-				
4.	16mm		.89		10.68	47		501				
5.	20mm		1.58		18.96	-		-				
6.	20mm 25mm		2.47		29.64	-	-	-				
7.	32mm		3.86		6.32	-	-					
8.		· · · ·	6.32	7	75.84	-						
OPC stock	Binding v		OPC last	XI:II		Nill	N	Nill		Nill		
	OPC stock   Nill		weeks stock			PPC/PSC stock				PPC/PSC last weeks stock		
Details			Project Manager			Admin Office				Admin Audit		
			Project Manage	Γ		Admin Of	ficer/M	anager	A	dmin Audit		
Details Sign Date			Project Manage 09-04-2022			Admin Of	ficer/M	anager	Ad	dmin Audit		

Notes: 1. \* Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to <a href="mailto:purchase@modiproperties.com">purchase@modiproperties.com</a>, <a href="mailto:ashalin

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

Company: Silver Oak welfare association				ociation	Date:			09-04-2022					
			r Oak Villas			Prepared by:			K.Tulasi Rani				
Report From / To 01-04-2022 to 09-04-2022(fr sat)				022(fri to				K Purshotham					
Report Date		09-04-2											
List of requi	isitions num	bers mis	ssing in the rep	ort*:									
List of requi	isitions when	re PO/W	VO not prepare	d 3 workin	g days	after requisition	on:						
Req No. Req Date			Serial no of item in Req		Item Description		Reason for not preparing PO/WO#						
191013	02-12-2021		01 to 03			ck tips		O to be issued					
List of requi	isitions when	re PO/W	VO is prepared	and items h	ave no	t been receive	d at si	ite be	vond th	e lea	d time:		
Req No.	. Req Date		Serial no of i in Req.	tem Item De		escription		Details of discussion				supplier <sup>s</sup>	
No. of gate passes issued this week:						From No.	Nil To No			lo.		Nil	
Delivery var				04-0	4-22,	06-04-22, 08-0	4-22						
Inward repo	rt (MRN/oth	ner) & st	tock report ema	ailed in pdf	forma	t to purchase?					Yes / No		
Items not or													
Other correct	tions & rem	arks:											
Details of st	eel & cemen	t stock											
Sl. No	Tor size		Wt per mtr kgs				Stock at site in P			Previous stock in Kgs			
1.	8mm		.395		4.74	-	-						
2.	10mm		.617		7.404	-	-						
3.	12mm	200	.89		10.68	-	-						
4.	16mm		1.58		18.96	-	-						
5.	20mm		2.47		29.64	-	1-						
6.	25mm	1	3.86		46.32	-	-						
7.	32mm		6.32		75.84	-	-					-7 T	
8.	Binding w					Nill	Ni	11		1	Vill		
OPC stock	Nill		OPC last weeks stock	Nill		PPC/PSC stock					PSC last	Nill	
Details		F	Project Manager			Admin Office		er/Manager		Admin Audit			
Sign								0					
Date		0	09-04-2022			09-04-2022							
Motors 1 # Cand a same of the													

Notes: 1. \* Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to <a href="mailto:purchase@modiproperties.com">purchase@modiproperties.com</a>, ashaiva@modiproperties.com</a> and <a href="mailto:raikumarn@modiproperties.com">raikumarn@modiproperties.com</a> 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. S 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!