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

Company:		Niloiri	Estates	1111			on	of purchase divi	sion	
		Nilgiri	Estates		Dat			18-04-2022		
1411		10.04	ilgiri Estates			Prepared by:		Sadhana		
		18-04	0-04-2022 to 16-04-2022 3-04-2022			Approved by:		Akheel		
List of rec	nisitions nu	mboro en	issing in the re							
List of rec	uisitions wh	ere PO/	ussing in the re	port:						
Req No). Rec	Date	WO not prepar Serial no o	ed 3 working	g day	s after requis	itior	1:		
	.	Date	item in Re	i item	Item Des		Reason for not preparing PO/WO			
175503	08-0	4-2022	01 to 02		Mosquito mesh					
							PO to be issue			
List of req	uisitions wh	ere PO/	WO is prepared	l and in				at site beyond the		
Req No	. Req	Date	Serial no o	and items ha	ive n	ot been recei	ved	at site beyond the	lead time:	
	1		item in Req. 01 Solar Mo		Des	Module		Details of discussion with supplier Supplier will Arrange the material ASAP		
175325	20-0	7-2021			14-1					
175492										
175498	07-03-2022 19-03-2022		01 Sliding wi		wind	indows		Sudharshan will arrange the material		
	1,5 03	2022	01	Cloth Ha	Cloth Hanger		.Par	Partially material received		
									cived	
						7.0				
No. of gate	passes issue	d this w	eek:	Nill	_					
Delivery va	n site visit o	n.			1 10111 140.			To No		
nward repo	rt (MRN/otl	her) & st	ock report em	ailed in ads s	22,	15-04-2022.		-		
			- Port Cili	aned in par io	orma	t to purchase	?		Yes	
ther correc	tions & rem	arker		NILL						
etails of st	eel & cemer	it stock :	Cement bags	. 07 h						
l. No	Tor size	7	Vt per mtr	. U/ bags are	pres	ent.				
	4		gs	tr Wt. for 12 m rod – kgs				Stock at site in	Previous weeks stock in	
1	8mm		.395	$\frac{10d - kgs}{4.74}$		- no of rods		tons	tons	
2.	10mm		.617			0.0		0.00		0.0
3.	12mm		.89		404	0.0	_	0.00		0.0
4.	16mm		1.58	. 10	_	0.0		0.00		0.0
5.	20mm		2.47		.64	0.0	_	0.00		0.0
6.	25mm		3.86		_	0.0		0.00		0.0
7.	32mm		6.32		.32	0.0	_	0.00		0.0
8.	Binding w	ire -	0.52		.84	0.0		0.00		0.0
C stock			PC last			0.0	0	0.00		0.0
			eeks stock			PPC/PSC		P	PC/PSC last	0.0
tails			Project Manager		-	stock		l w	eeks stock	
n			$\gamma \chi$		-	Admin Offic		Manager A	dmin Audit	
te			requisitions to Purchase immediately. 2 y Saturday. 3. Admin offices shall not be			12000		-arra		
C 0 C	come of the -	iccing room		4		1010	141	22		

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashauya@modiproperties.com and 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 not reachable, Material in transit, WO - under fabrication, WO - material for fabrication not started, Delivery van delay, Delay by purchase assistant, Supplier arranging for material, 9. Purchase to send reply officers/managers must call all suppliers on a daily basis for follow-up - DO NOT CALL PURCHASE!

draft.remarks on req. details report fromsite ver8 dt 27-07-2021

Certified by:

Project Manager
Nilgiri Estates

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