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

		Rem	arks from site of					6 07 2022	_			
		construction II	setruction llp		Jacc.		15-07-2022					
Company: Seren		Serene	ie construction "		Prep			M. Naveen Reddy Syed golam sarwar				
Site: Serei		Serene	ne farms 7-2022 to 14-07-2022		App	proved by:		Syed golam s	sar	war		
Report From	1 / To	08-07-	2022 10 14-01 2						_			
- Duta		15-07-2	2022	ort*:								
List of requi	sitions num	ibers m	issing in the rep WO not prepare Scrial no of	4 3 working	days	after requisitio	n:					
List of requi	sitions whe	ic i c	Serial no of	J Welliam	Item	Description		Reason	ı fe	or not prepari	ng PO/WO"	
Req No. Req		Date	item in Req									
reed				Lawn m	over	Suppl			ier is arranging materials			
150645 09-07-		22	-	Lavin								
									_			
				and items have not been received at si				te beyond the lead time:				
Lin of comi	sitions whe	re PO/	WO is prepared	and items in	Itom	Description		Details	of	discussion w	ith suppliers	
Req No. Req		Date			Hem	iciii Beseripirei						
Ked No.			item in Req.	Dein an	ate an	d umbrella	Supplier is arranging materials					
1207.12	50642 22.06.22		1100				Supplier is arranging materials					
150642	22.06.2		- Cp and sa			ry	Supplier is arranging materials					
150641	22.06.2		1 to 3 Cp and sa			ry	Supplier is arranging materials					
150640	09-0		-	Cp and	sanita	Supplier is			s a	arranging materials		
150643	09-07-		-	Cp and	Cp and sanitary							
150644	09-07-							To N	0			
		d thic v	veek.	Nil		From No.		3/06/22				
No. of gate p	asses issue	a tills v	veck.					3/00/22		Yes / No		
Delivery var	site visit o)[]. Pr	stock report ema	iled in pdf	forma	t to purchase?			_			
Inward repor	t (MKN/ou	ner) &	Stock report				1					
Items not ore	dered but re	ceived							_			
Other correc	tions & ren	narks:									ala in Van	
Details of steel & cement sto		nt stock	Wt per mtr Wt. for 12		mtr Stock at site		Sto	Stock at site in		Previous stock in Kgs		
Sl. No	Tor size		wt per mu.	rod – kgs	no of rods		Kgs					
31. 110			RES				-	-		•		
1.	8mm		.395		.404	-	-	-		•		
2.	10mm		.617		0.68	-	-			•		
3.	12mm		.89		8.96	-	-			-		
4.	16mm		1.58		9.64	_	-					
5.	20mm		2.47							-		
6.	25mm		3.86		6.32		-			-		
7.	32mm		6.32	7	5.84	•	-					
8.	Binding v	vire				DDC/DCC	nil		PF	C/PSC last	nil	
OPC stock	nil		OPC last	nil		PPC/PSC	mi			eks stock		
JPC STOCK	1111		weeks stock			stock	"/Monager		Admin Audit			
Dataile			Project Manager			Admin Officer/Manager			Adminitation			
Details									_			
Sign									_	achaiya@modin	roperties com an	

Notes 1 * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to <u>purchase@modiproperties.com</u>, <u>ashaiva@modiproperties.com</u> and <u>rajkumarn@modiproperties.com</u> 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. Project manager at site and filed at site 7, #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 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

Up Seren			FARM HOUSE		Date:		15-07-2022				
		e farms			Prepared by:		M. Naveen Reddy				
Report From / To 09-07		-2022 to 14-07-2022		App	proved by:		Syed golam sarwar				
Report 11000		-2022					E-min	an wat			
	- 14 - new 19111	nbers n	aissing in the repo	ort":							
List of requi	citions wh	ere PO	WO not prepared	3 workii	ig days	after requisition	n:				
Req No.	Req Date		Serial no of item in Req	Item Description				Reason for not preparing PO/WO			
		-	•								
		ana DO	WO is propared t	and items	have no	t been received					
List of requi	sitions wn	ere PO	WO is prepared a	life items	Item	Description	at site	beyond the	e lead time:		
Req No.	Req Date		item in Req.		Item Description			Details of discussion with supplier ^a			
150633 21-04-22		1	ning pool cleaning al			Supplier is arranging material					
No. of gate p			week:	Nil		From No.		To N	0.		
Delivery van							13	/06/22			
			stock report ema	illed in pd	tormat	to purchase?			Yes / No		
ltems not ore			i:								
Other correc	tions & re	marks:				_					
Details of ste	eel & cem	ent stoc									
SI. No	Tor size			Wt. for 12 mtr rod – kgs		Stock at site - no of rods			Previous stock in Kgs		
1.	8mm		.395	4.7		-					
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	nil		OPC last weeks stock	nil		PPC/PSC stock	nil		PPC/PSC last nil weeks stock		
Details		Project Manager			Admin Officer/M						
ign						. tunini Onice	e/ ividile	501	Audili Audit		
ate											

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