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

		Mehtad	a& Modi Realty Kowkur LLP		Date:		16.07.2022			
		Greenv	enwood Heights		Prepared by:		Asma			
		09.07.2	2022 to 16.07.2	Approved by:		A.Suresh				
Report Date 160					пристеч су.		Trionical			
	itions nur	nbers m	issing in the rep	port*:- 142064	.142062. 143	061 14	12038			
List of requis	itions wh	ere PO/V	WO not prepare	ed 3 working	lavs after requ	isition	12030			
Req No. Req Dat		Date			escription		Reason for not preparing PO/WO#			
141985 17-06-20		5-2022	1 Cock tail tab		le		Po to be issue			
142045 06-07-2022		7-2022	1 to 4	Upvc windows			Po to be issue			
142048	048 06-07-2022		1 to 4	Upvc windows		-	Po to be issue			
142053 07-07-2022			1 to 2	Large tiles		-	Po to be issue			
				and items has	e not been re	caived	ot site beyond the	land time:		
	Rea	Date	Serial no of			ceived	eived at site beyond the lead time:			
Req No.	1.00		item in Req.	Item Description			Details of discussion with supplier <sup>s</sup>			
		3-2022	1	Low storage		Post	Po no 88364 sup: ssllp delivery in this week			
141285			1	Coffee machine			The supplier gives update on monday			
141349	THE RESERVE AND ADDRESS OF THE PARTY OF THE		1	Glass railing		Po	Po no:87097 Sup:Mr.MohanRam Delivery on monday			
141447 05-05-202		-2022	1 to 3	Coated grills			Po no 88057 sup: ssllp delivery on next week			
141451	11-05	-2021	1 to 3	Coated z ang			Po no 88304 sup : ssllp delivery on next week			
141888	141888 24-5-2022		1	Dining set with wenge chairs			Ordered online awaiting to receive			
141889 24-05-2022		-2022	1	Sofa set 2+1		Ord	Ordered from wakefit awaiting to receive			
141896 24-05-2022		-2022	1	Sofa set 2+2+2+1			Ordered from wakefit awaiting to receive			
141898			1	Bar stool			Ordered online awaiting to receive			
141891	24-05-2022		1	Bean bag		Por	Po no 88948 sup: ssllp delivery on this week			
141899	24-05-		1	Nilkamal ratan furniture chairs with table set		Po	Po no 89014 supp: siddarth delivery on the monday			
141922	141922 30-05-2022		1 2	Cafeteria cabinates		Po r	Po no 89438 sup:linus consultant pvt ltd delivery in this week			
141955 09.06.20		.2022	1	Cafeteria kitchen unit		Po 1	Po no 89118 sup: Linus Consultation Pvt Ltd Delivery in this week			
141956 07.06.20		.2022	1	Roots Cleanning machine manual		Po r	Po no 89057 sup: Roots multiclean ltd Delivery on this week.			
141958 07.06.202		.2022	11	Roots Sweeper Electrical		Po n	Po no 89049 sup: Roots multiclean ltd Delivery in 4 to 5 days			
142003	24-06-	-2022	1 to 8	Wall tiles			Po no 89921 sup:ssllp delivery on monday			
142025 30-06-20			1	Glass railing		Po n	Po no 89615 sup:mr mohan ram delivery in next week			
142058 09-07-20		2022	1	Electrical Copper wire		Po n	Po no 89944 sup:elegant enterprises delivery in this week			
No. of gate passes issued this		d this we	eek:	01 From No.		_	lil To No.	Nil		
Delivery van site visit on:				09.06.2022 to 16.07.2022			10110.	1411		
Inward report (	(MRN/oth	ner) & st	ock report ema	iled in pdf form	nat to purcha	se?		Yės		
Other correction										
Details of steel		nt stock								
Sl. No Tor size			Vt per mtr	Wt. for 12 mtr Stock at si rod – kgs – no of roo			Stock at site in Kgs	Previous stock in Kgs		
1. 8mm			.395	4.74 Nil			Vil	Nil		
2. 10mm			.617	7.404 Nil		1	Vil	Nil		
3. 12mm			.89	10.68 Nil		1	Vil	Nil		

4.	16mm	1.58	18.96	Nil	Nil	Nil	
5. 20mm		2.47 29.64		Nil	Nil	Nil	
6. 25mm		3.86	46.32	Nil	Nil	Nil	
7. 32mm		6.32	75.84	Nil	Nil	Nil	
8. Binding wire				Nil	Nil	Nil	
OPC stock		OPC last weeks stock		PPC/PSC stock	344	PPC/PSC last 76 weeks stock	
Details		Project Manager		Admin Officer/Manager		Admin Audit	
Sign		A.Suresh		Asma			
Date		16.07.2022	16.07.2022				

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

