

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

| Company:                                                                                                     | Mehta& Modi Realty Kowkur LLP | Date:                                      | 13.08.2022                              |                                                                         |                      |                       |
|--------------------------------------------------------------------------------------------------------------|-------------------------------|--------------------------------------------|-----------------------------------------|-------------------------------------------------------------------------|----------------------|-----------------------|
| Site:                                                                                                        | Greenwood Heights             | Prepared by:                               | D Devi                                  |                                                                         |                      |                       |
| Report From / To                                                                                             | 06.08.2022 to 13.08.2022      | Approved by:                               | A.Suresh                                |                                                                         |                      |                       |
| Report Date                                                                                                  | 13.08.2022                    |                                            |                                         |                                                                         |                      |                       |
| List of requisitions numbers missing in the report*:-                                                        |                               |                                            |                                         |                                                                         |                      |                       |
| List of requisitions where PO/WO not prepared 3 working days after requisition:                              |                               |                                            |                                         |                                                                         |                      |                       |
| Req No.                                                                                                      | Req Date                      | Serial no of item in Req.                  | Item Description                        | Reason for not preparing PO/WO <sup>#</sup>                             |                      |                       |
| 142102                                                                                                       | 26-07-2022                    | 1 to 5                                     | Armoured cable                          | Po to be issue                                                          |                      |                       |
| 142117                                                                                                       | 02-08-2022                    | 1 to 6                                     | Plumbing GI material                    | Po to be issue                                                          |                      |                       |
| 142137                                                                                                       | 09-08-2022                    | 3                                          | Anchor bolt, Threaded rod               | Po to be issue                                                          |                      |                       |
| .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.                  | Item Description                        | Details of discussion with supplier <sup>s</sup>                        |                      |                       |
| 141357                                                                                                       | 06-04-2022                    | 1,2                                        | MS Z angles                             | Po no : 87193 sup:SSLLP delivery in this week                           |                      |                       |
| 141451                                                                                                       | 11-05-2021                    | 1 to 3                                     | Coated z angles                         | Po no 88304 sup : SSLLP delivery on next week                           |                      |                       |
| 141889                                                                                                       | 24-05-2022                    | 1                                          | Sofa set 2+1                            | Ordered from wakefit awaiting to receive                                |                      |                       |
| 141896                                                                                                       | 24-05-2022                    | 1                                          | Sofa set 2+2+2+1                        | Ordered from wakefit awaiting to receive                                |                      |                       |
| 141922                                                                                                       | 30-05-2022                    | 1 2                                        | Cafeteria + Bar + Library cabinets      | Po no 89438 sup: Linus consultant pvt ltd delivery in this week         |                      |                       |
| 141954                                                                                                       | 07-06-2022                    | 1                                          | Router Sim                              | Po no 89043 sup: SSLLP delivery in this month                           |                      |                       |
| 141955                                                                                                       | 09.06.2022                    | 1                                          | Cafeteria kitchen unit                  | Po no 89118 sup: Linus Consultation Pvt Ltd Delivery in this week       |                      |                       |
| 141964                                                                                                       | 11-06-2022                    | 1                                          | Floor tile country almond               | Po no :89136 sup:SSLLP delivery on Monday.                              |                      |                       |
| 142014                                                                                                       | 28-06-2022                    | 1 to 5                                     | Ms Z angles                             | Po no 89957 sup : SSLLP delivery in next week                           |                      |                       |
| 142015                                                                                                       | 28-06-2022                    | 1,2                                        | MS Grills                               | Po no 89881 sup: SSLLP delivery is on next week.                        |                      |                       |
| 142051                                                                                                       | 07-07-2022                    | 1,2                                        | Large tiles (Tagus & marbo opera) tiles | Po no :89837 sup:SSLLP delivery on Monday.                              |                      |                       |
| 142052                                                                                                       | 07-07-2022                    | 1,2                                        | Large tile (regal beige)                | Po no 89838 sup: SSLLP delivery on next week.                           |                      |                       |
| 142075                                                                                                       | 15-07-2022                    | 1 to 9                                     | Creche toys & books                     | Po no 90297 sup: SSLLP delivery in this week                            |                      |                       |
| 142087                                                                                                       | 20-07-2022                    | 1 to 2                                     | Tagus & Marbo-opera tiles               | Po no 90292 sup:SSLLP delivery on next week                             |                      |                       |
| 142090                                                                                                       | 21-07-2022                    | 1                                          | Plywood                                 | Po no 90536 sup:Sri Sai Rohith marketing company delivery on monday.    |                      |                       |
| 142107                                                                                                       | 30-07-2022                    | 1                                          | CP sink cock                            | Po no 90643 sup:SSLLP delivery on next week.                            |                      |                       |
| 142110                                                                                                       | 01-08-2022                    | 1                                          | CC Hume pipe                            | Po no:90690 sup:Sri Tirumala Hume Pipes delivery on next week.          |                      |                       |
| 142111                                                                                                       | 01-08-2022                    | 1 to 3                                     | Cutting Blade                           | Po no:90904 sup:Sri Laxmi Ganesh steels & Hardware delivery on tuesday. |                      |                       |
| 142115                                                                                                       | 02-08-2022                    | 1                                          | Guard Alert siren                       | Po no :90703 sup:Parshva Global delivery on next week.                  |                      |                       |
| 142118                                                                                                       | 02-08-2022                    | 1 to 4                                     | Paints                                  | Po no 90898 sup:Ganji Venkannah & sons delivery on next week.           |                      |                       |
| 142121                                                                                                       | 03-08-2022                    | 1,2                                        | Regal Beige & Urbanwood dark tiles      | Po no 90756 sup:SSLLP delivery on Monday.                               |                      |                       |
| No. of gate passes issued this week:                                                                         |                               | 01                                         | From No.                                | Nil                                                                     | To No.               | Nil                   |
| Delivery van site visit on:                                                                                  |                               | 06-08-22 to 09-08-22,11-08-22 to 12-08-22f |                                         |                                                                         |                      |                       |
| Inward report (MRN/other) & stock report emailed in pdf format to purchase?                                  |                               |                                            |                                         | Yes                                                                     |                      |                       |
| Other corrections & remarks:                                                                                 |                               |                                            |                                         |                                                                         |                      |                       |
| Details of steel & cement stock                                                                              |                               |                                            |                                         |                                                                         |                      |                       |
| Sl. No                                                                                                       | Tor size                      | Wt per mtr. - kgs                          | Wt. for 12 mtr rod - kgs                | Stock at site - no of rods                                              | Stock at site in Kgs | Previous stock in Kgs |
| 1.                                                                                                           | 8mm                           | 395                                        | 4.74                                    | Nil                                                                     | Nil                  | Nil                   |

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APPROVED BY

A. SURESH  
PROJECT MANAGER



|           |                 |                      |       |                       |     |                              |
|-----------|-----------------|----------------------|-------|-----------------------|-----|------------------------------|
| 2.        | 10mm            | .617                 | 7.404 | Nil                   | Nil | Nil                          |
| 3.        | 12mm            | .89                  | 10.68 | Nil                   | Nil | 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         | 495 | PPC/PSC last weeks stock 145 |
| Details   | Project Manager |                      |       | Admin Officer/Manager |     | Admin Audit                  |
| Sign      | A.Suresh        |                      |       | D Devi                |     |                              |
| Date      | 13.08.2022      |                      |       | 13.08.2022            |     |                              |

Notes: 1. \* Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to [purchase@modiproperties.com](mailto:purchase@modiproperties.com), [ashaiya@modiproperties.com](mailto:ashaiya@modiproperties.com) and [rajumarn@modiproperties.com](mailto:rajumarn@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!


