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

Company:	Modi Realty Mallapur LLP	Date:	27.08.22
Site:	Gulmohar Residency	Prepared by:	Basaveshwari
Report From / To	22.08.22	Approved by:	
Report Date	27.08.22		

List of requisitions numbers missing in the report*: Req no: 193643, 193694, 193711, 193712,193713,193714,

List of requisitions where PO/WO not prepared 3 working days after requisition:

Req No.	Req Date	serial no of iteam in Req	Item Description	Reason for not preparing PO/WO
193496	20.07.22	1	Camera	Local purchase.
193679	18.08.22	1	Furniture &fixtures-kitchen cabinets	Estimation sent with MD approval.
193682	19.08.22	1	Grass korean	Estimate prepare.
193709	22.08.22	1	Tan brown granite	Po to be issue.
193715	23.08.22	1	Laptop adaptor	Sent to suneel sir approval.
193717	24.08.22	1	Glass balcony railing	Po to be issue.
193718	24.08.22	1 to 10	Electrical material	Po to be issue.
193719	24.08.22	1 to 10	Pvc material	Po to be issue.
193720	24.08.22	1 to 6	Pvc material	Po to be issue.
193721	24.08.22	1 to 10	CPVC material	Po to be issue.
193722	24.08.22	1 to 9	CPVC material	Po to be issue.
193723	24.08.22	1 to 10	Hard ware material	Po to be issue.
193724	24.08.22	1 to 7	Pvc material &hardware material	Po to be issue.
193726	24.08.22	1 to 10	Electrical material	Po to be issue.
193727	24.08.22	1 to 10	Electrical material	Po to be issue.
193728	24.08.22	1 to 4	UPVC windows	Po to be issue.
193729	24.08.22	1,2	Ms flat,ms round pipe	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
193300	7.06.22	1	SS railing	Work in progress.
193398	29.06.22	1	False ceiling	Work in progress.
193399	29.06.22	1	False ceiling	Work in progress.
193406	30.06.22	1	Glass balcony railing	Work in progress.
193407	30.06.22	1	False ceiling	Work in progress.
193454	12.07.22	1,2	UPVC ventilator &windows	Under fabrication.
193471	13.07.22	3	GI pipe B-class	Monday will delivered.
193504	21.07.22	1 ,2,3	Ms grills	Partly received.
193505	21.07.22	1	Ms grills	Partly received.
193530	27.07.22	6	Sink cock with swivel spout	No stock at SSLLP.
193545	30.07.22	5	SS Screws	No stock at SSLLP.
193547	30.07.22	1,2,3	RRL type A- hose pipe,	Partly received po.

			cpvc coupling ,	
193563	2.08.22	1	Guard alert siren	Supplier arranging material.
193576	4.08.22	8	CPVC elbow	No stock at SSLLP.
193583	4.08.22	1	Glass balcony railing	Work in progress.
193594	6.08.22	1 to 10	CPVC material	Tuesday will be delivered.
193596	6.08.22	1 to 8	PVC material	Ready with supplier,today will be delivered.
193595	6.08.22	1 to 10	PVC material	Tuesday will be delivered.
193597	6.08.22	1 to 5	Ms material , hard ware material	We arranging vehicle.
193606	8.08.22	1 to 10	Hardware material	Today will be
193616	10.08.22	1	Glass balcony railing	Work in progress.
193621	10.08.22	1 to 10	Panel door,beading ,hardware material	Today will be delivered.
193624	11.08.22	1,2	MS round pipe-B class	Supplier arranging material
193634	11.08.22	1 to 9	Cpvc material	Today will be delivered
193635	11.08.22	1 to 6	Hardware material	Tuesday will be delivered.
193636	11.08.22	1 to 4	Electrical material	Monday will be delivered.
193639	12.08.22	1	Cement fibre	Ready with supplier we arranging vehicle.
193642	13.08.22	1 to 10	Plumbing material	Tuesday will be delivered.
193654	16.08.22	1 to 6	CPVC material	No stock at SSLLP.
193653	16.08.22	1 to 10	Electrical material	Monday will be delivered.
193656	16.08.22	1,2	Armored cable,cable try	Supplier not responding.
193658	16.08.22	1	Tandoor rough stone	Supplier not responding.
193659	16.08.22	3,4,5	Cp material	No stock at SSLLP.
193660	16.08.22	2,3,7,9	Cp material	No stock at SSLLP.
193666	17.08.22	1 to 10	Cp material	No stock at SSLLP.
193667	17.08.22	1 to 10	CP material	No stock at SSLLP.
193672	18.08.22	1 to 10	Plumbing material	No stock at SSLLP.
193676	18.08.22	1 to 10	Hard ware material	Monday will be delivered.
193680	18.08.22	1	Tan brown granite	Partly received.
193690	19.08.22	1 to10	Cp material	No stock at SSLLP.
193688	19.08.22	1 to 10	Electrical material	Today will be delivered.
193691	19.08.22	1 to 10	Cp material	No stock at SSLLP.
193700	20.08.22	1	Concealed flush tank	Monday will be delivered.
193703	22.08.22	1	Plastic blue sheet	Monday will be delivered.
193708	22.08.22	1	Welding rod	Ready with supplier, arranging vehicle.

No of gate passes issued this weak		From No.	9742	To No.	9743
Delivery van site visit on :	23.08.22,25.08.22,27.08.22				
Inward report (MRN/other) &stock report emailed in pdf format to purchase				Yes	
Item not ordered but received : Nill					

Detail of steel & cement stock

SI 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	0.395	4.74	80	379	
2.	10mm	0.617	7.41	20	148	
3.	12mm	0.888	10.6	30	318	
4.	16mm	1.580	18.9	NILL	NILL	
5.	20mm	2.469	29.6	5	148	
6.	25mm	3.86	46.32	20	926	
7.	32mm	66.67		Nill	Nill	

8.	Binding wire				Nill		
OPC stock	160	OPC last weeks stock	260	PPC/PSC stock	130	PPC/PSC last weeks stock	150
Details		Project Manager		Admin Officer/Manager		Admin Audit	
Sign							
Date							

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaiya@modiproperties.com an rajkumarn@modiproperties.com on every Saturday. 3. Admin offices shall not leave the site without ompleting this report. 4. Ensure that inward numbers are written o 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 no received, WO - material received fabrication not started, Delivery van delay, Delay by purchase assistant, Supplier arranging for material, 9. Purchase to send reply t 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/manager must call all suppliers on a daily basis for follow-up – DO NOT CALL PURCHASE!