

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

Company:	Modi Realty Mallapur LLP	Date:	3.09.22	
Site:	Gulmohar Residency	Prepared by:	Basaveshwari	
Report From / To	29.08.22	Approved by:		
Report Date	3.09.22			
List of requisitions numbers missing in the report*: Req no: 193694.				
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
193717	24.08.22	1	Glass balcony railing	Po to be issue.
193728	24.08.22	1 to 4	UPVC windows	Po to be issue.
193739	29.08.22	1 to 5	Ms material	Requisition sent to MD approval.
193741	29.08.22	1,2	Round Bombay nails ,chain	Local purchase.
193744	30.08.22	1 to 10	Hard ware material	Po to be issue.
193745	30.08.22	1 to 8	Cpvc material	Po to be issue.
193746	30.08.22	1 to 10	Cpvc material	Po to be issue.
193747	30.08.22	1 to 6	Pvc material	Po to be issue.
193748	30.08.22	1 to 10	Pvc material	Requisition sent to MD approval.
193749	30.08.22	1 to 5	Hard ware material ,isolater	Po to be issue.
193755	30.08.22	1	Lift material	Po to be issue.
193756	30.08.22	1	Lift material	Po to be issue.
193757	30.08.22	1 to 7	Electrical and cpvc material	Po to be issue.
193762	30.08.22	1 to 10	Plumbing material	Requisition to MD approval.
193692	19.08.22	1 to 10	Panel doors & beading	Estimate to be prepared.
193755	30.08.22	1	Lift material	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
193159	5.05.22	1	Tan brown granite	Ready with supplier we arranging vehicle.
193300	7.06.22	1	Glass balcony railing	work in progress.
19336	22.06.22	1	Tan brown granite	Ready with supplier we arranging vehicle.
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	Under fabrication.
193461	12.07.22	8	Short body	No stock at SSLLP.
193467	13.07.22	1 to 8	Plumbing material	Partly received po
193469	13.07.22	1	Tan brown granite	Ready with supplier we arranging vehicle.
193504	21.07.22	5	Ms gs grills	Partly received.
193505	21.07.22	1,3	Ms grills	Partly received.
193529	27.07.22	1	Ms round pipe B-class(40x2.7mm)	Supplier arranging material.

193568	3.08.22	3,8,6	Short body,shower arm, sink cock with swivel spot	No stock at SSLLP.
193569	3.08.22	7	Rack bolts wash basin fisher pair	No stock at SSLLP.
193594	6.08.22	1 to 10	Plumbing material	Monday will be delivered.
193596	6.08.22	1 to 8	Plumbing material & hard ware material	Monday will be delivered.
193597	6.08.22	4,5	Ms reducer ,ms elbow	Supplier arranging material.
193604	8.08.22	6	Cpvc elbow 20mm	No stock at SSLLP.
193606	8.08.22	1 to 9	Hard ware material	Tuesday will be delivered.
193607	8.08.22	1 to 10	Electrical wires	Today will be delivered.
193608	3.08.22	3	Cat 6 cable -D link	Supplier arranging material.
193616	10.08.22	1	Glass balcony railing	Work under progress.
193618	10.08.22	8	Short body	No stock at SSLLP.
193621	10.08.22	1 to 8	Panel doors and hard ware material	Thursday will be delivered.
193624	11.08.22	1	Ms round pipe B-class(40x2.7mm)	Supplier arranging material.
193639	12.08.22	1	Cement fibre board	Work in progress.
193644	13.08.22	1 to 10	Cp material	No stock at SSLLP.
193645	13.08.22	3,7	Shower arm,health faucet	No stock at SSLLP.
193647	16.08.22	1,2,3	GI U-clamp +nut	Partly received po
193649	16.08.22	1 ,2,3	Pvc rigid pipe, pvc plain bend , GI U- clamp	Today will be delivered.
193654	16.08.22	1 to 6	Cpvc material	Monday will be delivered.
193660	16.08.22	5,6	Short body, sink cock with swivel spout	No stock at SSLLP.
193666	17.08.22	1 to 10	Cp material	No stock at SSLLP.
193667	17.08.22	3	Wall hung rubber washer parryware	Partly received po.
193671	17.08.22	1	Tan brown granite	Ready with supplier we arranging vehicle.
193672	18.08.22	4,6	Pvc -single y, pvc door bend	No stock at SSLLP.
193674	18.08.22	6,7,8	Cpvc elbow, coupling, reducer tee	Monday will be delivered.
193676	18.08.22	1 to 8	Hard ware material	Today will be delivered.
193679	18.08.22	1	Furniture & fixtures - kitchen cabinets	Supplier arranging material.
193682	19.08.22	1	Plants Grass korean	Supplier arranging material.
193688	19.08.22	6,7	Electrical wires(1sq yellow & black)	Tuesday will be delivered.
193690	19.08.22	1 to 10	Cp material	No stock at SSLLP.
193691	19.08.22	1 to 10	Cp material	No stock at SSLLP.
193699	20.08.22	1 to 10	Cpvc material	Tuesday will be delivered.
193750	30.08.22	1 to 10	Plumbing material	Today will be delivered.
193711	23.08.22	1 to 10	Cp material	No stock at SSLLP.
193712	23.08.22	1 to 10	Plumbing material	Today will be delivered.

193718	24.08.22	1 to 10	Electrical wires	Today will be delivered.		
193719	24.08.22	1 to 10	Plumbing material	Tuesday will be delivered.		
193720	24.08.22	1 to 6	Plumbing material	Today will be delivered.		
193721	24.08.22	1 to 10	Cpvc material	Tuesday will be delivered.		
193722	24.08.22	1 to 9	Cpvc material	Monday will be delivered.		
193723	24.08.22	1 to 10	Hard ware material	Wednesday will be delivered.		
193724	24.08.22	1 to 7	Plumbing & hard ware material	Tuesday will be delivered.		
193730	24.08.22	1 to 5	Hard ware material, ms ISMC, ms dummy plate	Tuesday will be delivered.		
193735	27.08.22	1 to 7	Plumbing material	Ready with supplier we arranging vehicle.		
193738	29.08.22	1	Tools -frp-tadaka	Monday will be delivered.		
193740	29.08.22	1	Ms square pipe	Monday will be delivered.		
193742	29.08.22	1	Ms round pipe B-class	Monday will be delivered.		
193752	30.08.22	1 to 10	Cp material	No stock at SSLLP.		
193754	30.08.22	1 to 10	Cp material	No stock at SSLLP.		
193758	1.09.22	1 to 10	Electrical material	Today will be delivered.		
No of gate passes issued this weak			From No.	9744	To No.	9745
Delivery van site visit on :			30.08.22, 1.09.22, 3.09.22			
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	60	284	
2.	10mm	0.617	7.41	15	111	
3.	12mm	0.888	10.6	25	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	75	OPC last weeks stock	160	PPC/PSC stock	25	PPC/PSC last weeks stock 130
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, ashaiva@modiproperties.com and 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. S 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!