
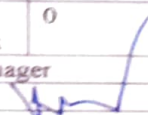



**Remarks from site on the 'Requisition by Site Report' of purchase division**

Company:	Modi properties private limited	Date:	31.10.2022	
Site	May flower platinum	Prepared by:	N. Divya	
Report From / To	22.10.2022 Saturday to 29.10.2022 Saturday	Approved by:		
Report Date	31.10.2022 Monday			
List of requisitions numbers missing in the report*: 178811, 178810				
List of requisitions where PO/WO not prepared 3 working days after requisition.				
Req No.	Req Date	Req Item quantity	Item Description	Reason for not preparing PO/WO"
178783	04-10-2022	1	Boom Barrier	Po to be issue
178791	13.10.2022	1	RO plant slim filter	Po to be issue
178809	27.10.2022	1-3	Metal Box	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
178477	31.03.2022	1 to 3	Toughened glass	Bulk order, Part material delivered, remaining material available at supplier will be delivered next week
178689	02.08.2022	1	Guard alert Siren	Pick up from SLLP
178722	19.08.2022	1-2	Chimney-Hindware	Supplier not respeded
178735	26.08.2022	1	Toughned Glass	Monday delivered by supplier
178740	29.08.2022	1	Cement fiber board	Work Under process
178744	05.09.2022	1	Smile play	Supplier asking payment
178764	20-09-2022	1-5	MS-Grills	Pick up from SLLP
178766	20-09-2022	1-10	Copper wire -Yellow	Part material delivered, remaining Pick up from SLLP
178770	26-9-2022	1-10	CP-Wall mixture	Part material delivered, remaining Pick up from SLLP
178771	26-9-2022	1-9	Waste Coupling	Part material delivered, remaining Pick up from SLLP
178778	30-09-2022	1-2	Panel Doors	Part material delivered, remaining Pick up from SLLP
178779	4-10-2022	1	False ceiling lights	Pick up from Supplier
178784	04-10-2022	1	Traffic Cone	PO to be revised
178787	07-10-2022	1	Tan brown Granite	Part material delivered, remaining Pick up from SLLP
178789	11-10-2022	1-9	Wires- Yellow color	Part material delivered, remaining Pick up from SLLP
178799	19-10-2022	1	Aluminum Armored Cable	Pick up from Supplier
178800	19-10-2022	1-2	LED Street Lights	Pick up from SLLP
178801	20-10-2022	1	Kitchen cabinets	Pick up from SLLP
178802	20-10-2022	1	RCC Jali	Pick up from SLLP
178803	21-10-2022	1	Coffee Powder	Tomorrow delivered by supplier
178807	26-10-2022	1	Health faucet	Pick up from SLLP
178808	27-10-2022	1	Ledger Papers	Pick up from SLLP
No. of gate passes issued this week:		15	Sheet No.	4082 to 4096
Delivery van site visit on:		26.10.2022, 28.10.2022		
Inward report (MRN/other) & stock report emailed in pdf format to purchase?				Yes

Items not ordered but received - NIL							
Other corrections & remarks - NIL							
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	-	-	-	-	-	
2	10mm	-	-	-	-	-	
3	12mm	-	-	-	-	-	
4	16mm	-	-	-	-	-	
5	20mm	-	-	-	-	-	
6	25mm	-	-	-	-	-	
7	32mm	-	-	-	-	-	
8	Binding wire	-	-	-	-	nil	
OPC stock	0	OPC last weeks stock	0	PPC/PSC stock	nil	PPC/PSC last weeks stock	25
Details		Project Manager		Admin Officer/Manager		Admin Audit	
Sign							
Date		31.10.2022		31.10.2022		31.10.2022	

Notes: 1 \* Send a copy of the missing requisitions to Purchase immediately 2. Send this report to [purchase@modiproperties.com](mailto:purchase@modiproperties.com), [ashwini@modiproperties.com](mailto:ashwini@modiproperties.com) and [rajkumarn@modiproperties.com](mailto: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 DC's / 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 MIDs 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!