

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

|                                                                                                             |                          |                              |                                                                                                       |                                                             |
|-------------------------------------------------------------------------------------------------------------|--------------------------|------------------------------|-------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|
| Company:                                                                                                    | GVRC                     | Date:                        | 26.11.2022                                                                                            |                                                             |
| Site:                                                                                                       | Innopolis                | Prepared by:                 | S.Nagamani/Sridevi                                                                                    |                                                             |
| Report From / To                                                                                            | 19.11.2022 to 25.11.2022 | Approved by:                 | Mr.Madhu                                                                                              |                                                             |
| Report Date                                                                                                 | 26.11.2022.              |                              |                                                                                                       |                                                             |
| 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                 | S.no                         | Item Description                                                                                      | Reason for not preparing PO/WO <sup>#</sup>                 |
| 206444                                                                                                      | 15.11.2022               | 1                            | HDPE Pipe welding mirror<br>Teflon coated with<br>thermostatic temperature<br>controller              | Po not issue                                                |
| 206452                                                                                                      | 18.11.2022               | 1                            | Micro SD card                                                                                         | Po not issue                                                |
| 206456                                                                                                      | 21.11.2022               | 1 to 2                       | Flush doors                                                                                           | Po not issue                                                |
| 206457                                                                                                      | 21.11.2022               | 1 to 5                       | CP wall hung ,teflon<br>tapes,wash basin<br>pedestral,wash basin                                      | Po not issue                                                |
| 206458                                                                                                      | 21.11.2022               | 1 to 10                      | Cp wash basin ,cp angle<br>cock,cp pillar cock,pvc<br>connection,cp bottle trap, cp<br>health faucet, | Po not 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<br>item in Req. | Item Description                                                                                      | Details of discussion with supplier <sup>\$</sup>           |
| 206076                                                                                                      | 05.07.2022               | 1                            | SS Railing                                                                                            | Work in progress(Mangilal is asking<br>payment)             |
| 206132                                                                                                      | 27.07.2022               | 1                            | Escalator                                                                                             | Work order                                                  |
| 206279                                                                                                      | 17.09.2022               | 1 to 2                       | Fire rated door (single<br>leaf),fire door double leaf                                                | Spoken with supplier, supplier is arranging<br>for material |
| 206282                                                                                                      | 20.09.2022               | 1                            | Chiller 400 TR                                                                                        | Spoken with supplier, supplier is arranging<br>for material |
| 206313                                                                                                      | 03.10.2022               | 1                            | Transformer                                                                                           | Spoken with supplier, supplier is arranging<br>for material |
| 206314                                                                                                      | 04.10.2022               | 1                            | Lift                                                                                                  | Spoken with supplier, supplier is arranging<br>for material |
| 206318                                                                                                      | 06.10.2022               | 1                            | Diesel generator                                                                                      | Spoken with supplier, supplier is arranging<br>for material |
| 206328                                                                                                      | 08.10.2022               | 1                            | Ms fabrication work                                                                                   | Work order                                                  |
| 206332                                                                                                      | 10.10.2022               | 1 to 5                       | Main pcc-2,Sub pcc-2A,sub<br>pcc-2B,Sub pcc-2C,main<br>APFC-2A                                        | Spoken with supplier, supplier is arranging<br>for material |
| 206367                                                                                                      | 26.10.2022               | 1 to 2                       | Aluminium sliding windows                                                                             | Sudharshan is arranging material                            |
| 206391                                                                                                      | 01.11.2022               | 1 to 3                       | Effluent treatment plant                                                                              | Supplier is arranging material                              |
| 206392                                                                                                      | 02.11.2022               | 1                            | Atrium shed works                                                                                     | Work order                                                  |
| 206407                                                                                                      | 05.11.2022               | 1                            | Cement fiber board                                                                                    | Supplier is arranging material                              |
| 206413                                                                                                      | 02.11.2022               | 1 to 4                       | MS reducer c class                                                                                    | Sending driver to pick up                                   |
| 206416                                                                                                      | 07.11.2022               | 1                            | Galvanaised roofing sheet                                                                             | Supplier is asking about payment                            |
| 206418                                                                                                      | 08.11.2022               | 1                            | Ayush expansive mort<br>(Soundless stone)cracking<br>powder                                           | Supplier is arranging material                              |
| 206427                                                                                                      | 09.11.2022               | 1                            | Cement Grouting Nozzle                                                                                | No stock                                                    |
| 206432                                                                                                      | 11.11.2022               | 1                            | FRP Tadaka                                                                                            | Supplier asking advance payment                             |
| 206446                                                                                                      | 15.11.2022               | 1                            | Aluminium amored cable                                                                                | Supplie is arranging material                               |
| 206453                                                                                                      | 18.11.2022               | 1 to 2                       | Vermi compost and Neem                                                                                | Supplier is arranging material                              |

|                                                                             |              |                      |                                        |                            |                      |                          |     |
|-----------------------------------------------------------------------------|--------------|----------------------|----------------------------------------|----------------------------|----------------------|--------------------------|-----|
|                                                                             |              |                      | care powder                            |                            |                      |                          |     |
| 206456                                                                      | 21.11.2022   | 1 to 3               | Door closer,cylindrical lock,ss hinges | Reach site by monday       |                      |                          |     |
| 206460                                                                      | 22.11.2022   | 1                    | HT panel                               | Work order                 |                      |                          |     |
| 206462                                                                      | 22.11.2022   | 1                    | Hub rack                               | Online purchase            |                      |                          |     |
| 206468                                                                      | 23.11.2022   | 1                    | Red oxide                              | Receive site by Monday.    |                      |                          |     |
|                                                                             |              |                      |                                        |                            |                      |                          |     |
| No. of gate passes issued this week:                                        |              |                      | NIL                                    | From No.                   |                      | To No.                   |     |
| Delivery van site visit on:                                                 |              |                      | 19 th to 25th                          |                            |                      |                          |     |
| Inward report (MRN/other) & stock report emailed in pdf format to purchase? |              |                      |                                        |                            | Yes                  |                          |     |
| Items not ordered but received:                                             |              |                      |                                        |                            |                      |                          |     |
| 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                                   | 632                        | 3000                 | 4000                     |     |
| 2.                                                                          | 10mm         | .617                 | 7.404                                  | 270                        | 2000                 | 7000                     |     |
| 3.                                                                          | 12mm         | .89                  | 10.68                                  | 0                          | 0                    | 0                        |     |
| 4.                                                                          | 16mm         | 1.58                 | 18.96                                  | 1055                       | 20000                | 30000                    |     |
| 5.                                                                          | 20mm         | 2.47                 | 29.64                                  | 0                          | 0                    | 2000                     |     |
| 6.                                                                          | 25mm         | 3.86                 | 46.32                                  | 216                        | 10000                | 19000                    |     |
| 7.                                                                          | 32mm         | 6.32                 | 75.84                                  | 66                         | 5000                 | 5000                     |     |
| 8.                                                                          | Binding wire |                      |                                        |                            | 1500                 | 1500                     |     |
| OPC stock                                                                   | Nil          | OPC last weeks stock | Nil                                    | PPC/PSC stock              |                      | PPC/PSC last weeks stock | 315 |
| Details                                                                     |              | Project Manager      |                                        | Admin Officer/Manager      |                      | Admin Audit              |     |
| Sign                                                                        |              | T.Madhu              |                                        | S.Nagamani                 |                      |                          |     |
| Date                                                                        |              | 26.11.2022           |                                        | 26.11.2022                 |                      |                          |     |

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 [rajikumarn@modiproperties.com](mailto:rajikumarn@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!