

Prepared by:	Deepa				
Report Date	07.12.22				
Site	GHT				
List of requisitions Where PO/WO not prepared 3 working days after requisition:					
Requisition No	Requisition Date	Material Description	Purchase Officer - Remarks	Material delivered?	If material is not delivered - is delay justified?
142284	17.10.22	Fire rated Door	follow up to procurement team		
142294	20.10.22	Modular kitchen work order	follow up to procurement team		
142376	19.11.22	Fire rated double leaf door with glass	follow up to procurement team		
142409	01.12.22	Cp Plumbing material	po issue 94598		
142412	01.12.22	Hammer drill bit	po issue 94658		
List of requisitions Where PO/WO is prepared and items have not received at site					
142218	28.09.22	Steel Ms grill	Under Fabrication		
142235	04.10.22	upvc doors windows	delivered		
142238	04.10.22	Glass balcony railing	Delivered		
142260	09.10.22	Nitco bilblis tiles	Next week delivery		
142272	10.10.22	Vitrified tagus tile	pick up from Gmr		
142300	25.10.22	Panel doors	pick up from Sslp		
142314	31.10.22	blackwhiten & black berry	pick up from Gmr		
142315	31.10.22	luna wall tiles	pick up from Gmr		
142331	03.11.22	CC hume pipes	Delivered		
142338	04.11.22	Panel doors	Next week delivery		
142349	08.11.22	Coffee powder	Next week delivery		
142357	12.11.22	Panel doors	Next week delivery		
142358	12.11.22	Ms grill	Next week delivery		
142370	16.11.22	Water proofing cement	Next week delivery		
142381	21.11.22	Electrical wires	Delivered		
142389	22.11.22	Utility tiles	pick up from Gmr		
142390	23.11.22	Bathroom tiles	pick up from Gmr		
142392	23.11.22	Bathroom tiles	pick up from Gmr		
142398	26.11.22	Electrical wires	Delivered		
142401	26.11.22	Panel doors	pick up from Sslp		