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

| Company: | | Serene c | Onstruction 1 | | | | | archase | u1 V 15 | ion | | |
|--|-----------------|--|--|-----------------|--|----------------------|----------|--|-------------|-----------------------|-------|--|
| | | Serene fa | ene construction IIp | | | Date: 14 | | | 4-01-2023 | | | |
| Report From / To 08-0 | | | 01-2023 to 13-01-2023 | | | Prepared by: C | | | ND | RASHEKAR | REDDY | |
| Report Date 14-0 | | | 11-2022 | | | Approved by: Syed g | | | lam sarwar | | | |
| List of requ | isitions num | hers mis | cina in al | | | | | _ | | | | |
| List of requ | isitions whe | re PO/W | O not present | port : | | | | | | | | |
| Req No. | Rea | isitions where PO/WO not prepared 3 working of Req Date Serial no of | | | | | on: | | | | , · | |
| • | | | item in Req | | | tem Description | | Reason for not preparing PO/WO# | | | | |
| | | | nem in Rec | | | | | | | | | |
| List of requ | isitions who | - PO AV | | | | | | | | | | |
| Reg No. | Danie | re PO/W | O is prepared | and items ha | ve n | ot been received | d at sit | e bevone | the | lead time: | | |
| Red No. | Keq | Date | | | d items have not been received at site Item Description | | | Details of discussion with suppliers | | | | |
| | | | item in Req. | | | | | and of discussion with supplier | | | | |
| | | | - | | | | | | | | | |
| | | | - | | | | | | | | | |
| | | | | <i>(</i> 2) | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| No. of gate | nasses issue | d this wa | -1 | | | | | | | | .5 | |
| No. of gate passes issued thi Delivery van site visit on: | | | 1411 | | | From No. | | | To No. | | | |
| Inward repo | ort (MRN/oth | ner) & cto | and man and | 06-01-20 |)22 | | | | | | | |
| Items not or | dared but | ici) & sic | ock report em | ailed in pdf fe | orma | t to purchase? | | | | Yes / No | | |
| Other correct | ctions & rom | ceivea: | | | | | | | | | | |
| Details of st | eel & comer | t stools | | | | | | | | | | |
| Sl. No | Tor size | | /* | | | | | | | | | |
| 01. 110 | 101 5126 | | Wt per mtr Wt. for 12 kgs rod - kgs | | 0.00 | | | k at site | in | Previous stock in Kgs | | |
| 1. | 8mm | | .395 | rod – kgs | | – no of rods | Kgs | <u>; </u> | | | 1.65 | |
| 2. | 10mm | | .617 | | 1.74 | - | - | | | - | | |
| 3. | 12mm | | .89 | | 404 | - | - | | | - | | |
| 4. | 16mm | | 1.58 | | 0.68 3.96 | - | ·- | | | - | | |
| 5. | 20mm | | 2.47 | | 0.64 | - | - | | | - | | |
| 6. | 25mm | | 3.86 | | 5.32 | - | - | | | • | | |
| 7. | 32mm | | 6.32 | | .84 | | - | | | • | | |
| 8. | Binding w | ire | 3.32 | / 3 | .04 | - | - | | | • | | |
| OPC stock | nil | | PC last | nil | | PPC/PSC | nil | | T | NO (PO C) | | |
| | | | weeks stock | | | stock | 1111 | | | PC/PSC last | nil | |
| Details | | | Project Manager | | | Admin Officer/Manage | | | weeks stock | | | |
| ign | | | | | | . Idillii Officei | / IVIAII | ger | A | lmin Audit | | |
| Date | | | | | | | | | - | | | |
| otes: 1. * Send : | a conv of the m | issing requi | citions to Durchas | a immediatel a | 6 | .1. | | | | | | |

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaiya@modiproperties.com and rajkumam@modiproperties.com on every Saturday. 3. Admin offices shall not leave the site without ompleting 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 & 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!

Medi Farm House (Hyd; ir

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

| | | MODI FARM HOUSE(HYD) llp | | | Date: | | | 14-01-2023 | | | | |
|--|-----------|-----------------------------|-----------------------------|-----------------|-------------------|------------------|--------|--------------------------------|--|-----------------------|---|--|
| | | Serene | e farms | | | ared by: | | CH.CHANDRASHEKAR REDDY | | | | |
| Report From / To 08-01 | | 08-01- | -2023 to 13-01-2023 | | | roved by: | | Syed golam sarwar | | | | |
| | | 14-01- | -2023 | | | | | | | | | |
| List of requis | itions nu | mbers m | issing in the rep | ort*: | | | | | | | | |
| List of requis | itions wh | ere PO/ | WO not prepare | d 3 working | after requisition | n: | | | | | | |
| Req No. | Req Date | | Serial no of item in Req | | Item Description | | | Reason for not preparing PO/WO | | | | |
| | | | - | - | - | | | - | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| List of requis | itions wh | WO is prepared | and items h | t been received | at site | e beyond t | he I | ead time: | | | | |
| Req No. Req Date | | Date | Serial no of | | | Item Description | | | Details of discussion with supplier ^s | | | |
| | | | item in Req. | | | | | | | | | |
| | | | - | | | | | | | | | |
| - | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| No. of gate pa | | | week: | Nil | | From No. | To No. | | | | | |
| Delivery van site visit on: | | | | | | 06-01-2023 | | | | | | |
| Inward report (MRN/other) & stock report emailed in pdf form | | | | | | to purchase? | | | | Yes / No | | |
| Items not ordered but received: | | | | | | | | | | | | |
| Other correct | ions & re | marks: | | | | | | | | | | |
| Details of ste | | | | | | | | | | | | |
| Sl. No Tor size | | : | Wt per mtr | Wt. for 12 mtr | | Stock at site | Stoc | ck at site in | | Previous stock in Kgs | | |
| | | | kgs | rod – kgs | | – no of rods | Kgs | | | | | |
| 1. | 8mm | | .395 | | | - | - | | | | - | |
| 2. | 10mm | | .617 | | 7.404 | | | - | | - | | |
| 3. | 12mm | | .89 | | 10.68 | - | - | | | - | | |
| 4. | 16mm | | | 1.58 | | - | - | | | - | | |
| 5. | 20mm | | | | 29.64 | | | - | | - | | |
| 6. | 25mm | | | | 16.32 | | | - | | - | | |
| 7. | 32mm | | 6.32 | | 75.84 | - | - | | | - | | |
| 8. | Binding | wire | | | | | | | | | | |
| OPC stock nil | | | OPC last nil | | | | nil | nil | | PPC/PSC last nil | | |
| | | | weeks stock | | | stock | | | | veeks stock | | |
| Details | | | Project Manager | | | Admin Officer | ager | 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 and <a href="mailto:r

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