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

Company:		Modi Realty Miryalguda LLP				Date:			28-01-2023				
Site:	AVR Gulmohar Homes				Prepared by:			Zakir)		
Report From / 23-01-			-23 to 2	8-01-2023		Approve	d by:		20				
Report Dat		28-01											
List of req													
						working da		quisiti					
Req No. Req				ial no of	I	tem Descri	ption		Reason	for not preparin	ig PO/WO		
	ļ -	1		item in Req.									
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List of re	quisition	ns whe	re PO/V	VO is prepa	red an	d items hav	e not been	n recei	ved at site bey	ond the lead tin	ne:	7 -	
Req. No. Req		Date	Ser	Serial no of		tem Descri	ption		Details o	f discussion wi	th supplie	r	
234				n in Req.									
147742 20 12		22	+-	1		Play slider swing			Next weekly they will deliver				
165763	29-12-22			1			ıg	Next	weekly they w	III deliver			
165782	19-12-22		1	1		ch Press							
					-								
			-		-				-	, T			
					The Franchis NI				To No.	NL			
No. of gate passes issued this week:					Have From No. NL 20-01-2022				10 No.	NL			
Delivery van last site visit on: Inward report (MRN/other) & stock report en							mat to			Yes			
nward rep	ort (Mi	CN/otn	er) & st	ock report	emane	a in par ion	nat to			103			
DC registe	r Sl.No.	g the	the From I		15626			To No.	15636				
week													
Items not o													
Other corr												-	
Details of				or mtr	Wt 6	for 12 mtr	Stock at	site	Stock at	Previous wee	ks stock is	n tons	
Sl. No	Tor siz	:e	1 . *	Wt per mtr kgs		- kgs	- no of		site in tons				
1.	8mm		- KBS	00		00		0.00	0.00		11	0.00	
2.	10mm			00	00		0.00		0.00			0.00	
3.	12mm	2mm		00		00		0.00	0.00		0 0	0.00	
4.	16mm	nm		00		00		0.00	0.00			0.00	
5.	20mm			00		00		0.00	0.00			0.00	
6.	25mm			00		00		0.00	0.00			0.00	
7.	32mm		_	- 00		30		0.00	0.00			0.00	
8.	Binding wire NL		OPC	OPC last		NL		C	65	PPC/PSC	69	0.00	
OPC stock	NL			week's stock			stock			last week's			
5.00.1		101		11		9				stock		14	
	r i				41 or			Admin Aud	it				
Details		Project Manager			Admin Officer/Manager			Autilii Aud					
Sign		100								Tarino.			
Date			_	tions to Dura	hace im	mediately 2 5	Send this rer	ort to p	urchase@modipro	perties.com, ashair	a@modi-		

Notes: 1.* Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to <u>purchase@modiproperties.com</u>, <u>ashaiya@modiproperties.com</u> and <u>rajkumarn@modiproperties.com</u> 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!