

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

|                                                                                                             |                               |                           |                          |                                                                         |                      |                              |
|-------------------------------------------------------------------------------------------------------------|-------------------------------|---------------------------|--------------------------|-------------------------------------------------------------------------|----------------------|------------------------------|
| Company:                                                                                                    | Mehta& Modi Realty Kowkur LLP |                           | Date:                    | 11-02-2023                                                              |                      |                              |
| Site:                                                                                                       | Greenwood Heights             |                           | Prepared by:             | Asma                                                                    |                      |                              |
| Report From / To                                                                                            | 04-02-2023 TO 11-02-2023      |                           | Approved by:             | A.Suresh                                                                |                      |                              |
| Report Date                                                                                                 | 11-02-2023                    |                           |                          |                                                                         |                      |                              |
| 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                      | Serial no of item in Req. | Item Description         | Reason for not preparing PO/WO#                                         |                      |                              |
| 142548                                                                                                      | 18-01-2023                    | 1 2                       | Pvc pipe                 | Po to be issue                                                          |                      |                              |
| 142611                                                                                                      | 07-02-2023                    | 1                         | Basket ball pole         | Po to be issue                                                          |                      |                              |
| 142614                                                                                                      | 09-20-2023                    | 1 to 5                    | Upvc windows             | Po to be issue                                                          |                      |                              |
| 142615                                                                                                      | 09-02-2023                    | 1                         | Armored cable            | 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 <sup>s</sup>                        |                      |                              |
| 142358                                                                                                      | 12-11-2022                    | 1 2                       | MS grills                | Po no 93902 sup : SSLLP delivery in week                                |                      |                              |
| 142405                                                                                                      | 29-11-2022                    | 1                         | MS grills                | Po no 94534 sup: SSLLP delivery in next week                            |                      |                              |
| 142415                                                                                                      | 01-12-2023                    | 1 to 24                   | Utility grills           | Po no 96567 sup: SSLLP delivery & installation in next week             |                      |                              |
| 142475                                                                                                      | 17-12-2022                    | 1 to 9                    | Cp plumbing material     | Po no95187 sup:SSLLP delivery in this week                              |                      |                              |
| 142544                                                                                                      | 18-01-2023                    | 1                         | Glass balcony railing    | Po no 96308 sup: mohanram delivery in next week                         |                      |                              |
| 142555                                                                                                      | 21-01-2023                    | 1 to 4                    | Steel ms grills          | Po no 96381sup: SSLLP delivery in next weeks                            |                      |                              |
| 142556                                                                                                      | 21-01-2023                    | 1 to 4                    | Ms grills                | Po no 96388 sup : SSLLP delivery in next week                           |                      |                              |
| 142557                                                                                                      | 21-01-2023                    | 1 to 4                    | Ms grills                | Po no 96389 sup:SSLLP delivery in next week                             |                      |                              |
| 142572                                                                                                      | 27-01-2023                    | 1                         | Cable tray               | Po no 96683 sup:sri venkata durga anjaneya steel tubes delivery in week |                      |                              |
| No. of gate passes issued this week:                                                                        |                               |                           | 01                       | From No.                                                                | Nil                  |                              |
| Delivery van site visit on:                                                                                 |                               |                           | 04-02-23 To 11-02-2023   |                                                                         |                      |                              |
| Inward report (MRN/other) & stock report emailed in pdf format to purchase?                                 |                               |                           |                          | Yes                                                                     |                      |                              |
| 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                     | Nil                                                                     | Nil                  | Nil                          |
| 2.                                                                                                          | 10mm                          | .617                      | 7.404                    | Nil                                                                     | Nil                  | Nil                          |
| 3.                                                                                                          | 12mm                          | .89                       | 10.68                    | Nil                                                                     | Nil                  | Nil                          |
| 4.                                                                                                          | 16mm                          | 1.58                      | 18.96                    | Nil                                                                     | Nil                  | Nil                          |
| 5.                                                                                                          | 20mm                          | 2.47                      | 29.64                    | Nil                                                                     | Nil                  | Nil                          |
| 6.                                                                                                          | 25mm                          | 3.86                      | 46.32                    | Nil                                                                     | Nil                  | Nil                          |
| 7.                                                                                                          | 32mm                          | 6.32                      | 75.84                    | Nil                                                                     | Nil                  | Nil                          |
| 8.                                                                                                          | Binding wire                  |                           |                          | Nil                                                                     | Nil                  | Nil                          |
| OPC stock                                                                                                   |                               | OPC last weeks stock      |                          | PPC/PSC stock                                                           | 170                  | PPC/PSC last weeks stock 219 |
| Details                                                                                                     | Project Manager               |                           |                          | Admin Officer/Manager                                                   |                      | Admin Audit                  |
| Sign                                                                                                        | A.Suresh                      |                           |                          | Asma                                                                    |                      |                              |
| Date                                                                                                        | 11-02-2023                    |                           |                          | 11-02-2023                                                              |                      |                              |

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

