

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

Company:	MHPLSOV	Date:	25-02-2023
Site:	Silver Oak Villas part-III	Prepared by:	K.Tulasi Rani
Report From / To	17-02-2023 to 25-02-2023 (Fri to sat)	Approved by:	K Purshotham
Report Date	25-02-2023		
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
185393	16-02-23	1-3	Electrical DB VTPN & MCCB & 4core Copper Cable
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
185389	09-02-23	1	Hub Rack
185390	11-02-23	1	Furniture & Fixtures 3seater School Bench
185391	13-02-23	1	Electrical 32amps 25nos Pending
185399	22-02-23	1	Furniture & Fixtures Dry Garbage Can
No. of gate passes issued this week:	0/5	From No.	Nill
Delivery van site visit on:	20-02-23(Monday),22-02-23(Wednesday) and 24-02-23(Friday)		
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 40feet rod - kgs
1.	8mm	.395	4.50
2.	10mm	.617	7.50
3.	12mm	.89	10.67
4.	16mm	1.58	18.96
5.	20mm	2.47	29.63
6.	25mm	3.86	46.30
7.	32mm	6.32	66.67
8.	Binding wire	-	Nill
OPC stock	Nill	OPC last weeks stock	Nill
			PPC/PSC stock
			Nill
			PPC/PSC last weeks stock
			-
Details	Project Manager		Admin Officer/Manager
Sign			
Date	25-02-2023		25-02-2023

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

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

Company:	Silver Oak Villas LLP	Date:	25-02-2023	
Site:	Silver Oak Villas part-III	Prepared by:	K.Tulasi Rani	
Report From / To	17-02-2023 to 25-02-2023 (Fri to sat)	Approved by:	K Purshotham	
Report Date	25-02-2023			
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#
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\$
212073	13-02-23	1	Tan Brown Granite	Work Under Process
212074	13-02-23	1	Tan Brown Granite	Work Under Process
212075	13-02-23	1	Tan Brown Granite	Work Under Process
212083	17-02-23	1	Electrical RCCB 32 Amps-4pole	Material Avaialble delivered by Monday
212084	17-02-23	1-2	V.Tiles Bottochino Fiorito & Country Chocolet	Material Avaialble Delivery by Tuesday
212085	17-02-23	1-3	V.Tiles Bottochino Fiorito,Autumn Walnut & country Almond	Material Avaialble Delivery by Tuesday
212086	17-02-23	1-2	V.Tiles Country Rosso & Canceite Beige cera	Material Avaialble Delivery by Tuesday
212087	17-02-23	1-2	V.Tiles Country Rosso & Canceite Beige cera	Material Avaialble Delivery by Wednesday
212088	17-02-23	1-2	V.Tiles Kajarria Williams Grey & Country Rosso	Material Avaialble Delivery by Wednesday
212089	17-02-23	1	Floor Tiles Canceite Beige cera	Material Avaialble Delivery by Tuesday
212095	17-02-23	1-12	Electrical Copper Wires & Tv wire & insulation Tapes	Material Avaialble Delivery by Monday
212100	21-02-23	1	PVC 1.2 conducting Bends	Material Avaialble delivered by Monday
212102	21-02-23	1-12	Wall Tiles Luna & Ultra Sprinkle & Malaysian Brown DK,HL,LT & Jaipur panna	Material Avaialble Delivery by Tuesday
212103	22-02-23	1-8	CPVC Brass FTA,Tee,Elbow,Union,Tank connector & FAPT	Material Avaialble delivered by Monday
212104	22-02-23	1-8	CPVC Brass FTA,Tee,Elbow,Union,Tank connector & FAPT	Material Avaialble delivered by Monday
212105	22-02-23	1-3	Eco Drain Pipe,Riser and frame & cover	Material Avaialble at supplier delivered by Tuesday
212106	22-02-23	1-3	Eco Drain Pipe,Riser and frame & cover	Material Avaialble at supplier delivered by Tuesday

212108	22-02-23	1	Sanitary Cp-Concealed Flush Tank		Material Available delivered by wednesday		
212109	22-02-23	1	Sanitary Cp-Concealed Flush Tank		Material Available delivered by wednesday		
No. of gate passes issued this week:			5/5	From No.	4106	To No.	4110
Delivery van site visit on: 3days			20-02-23(Monday), 22-02-23(Wednesday) and 24-02-23(Friday)				
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	ttt	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	340	1611	-	
2.	10mm	.617	7.404	70	518	-	
3.	12mm	.89	10.68	800	8544	-	
4.	16mm	1.58	18.96	100	1516	-	
5.	20mm	2.47	29.64	-	-	-	
6.	25mm	3.86	46.32	-	-	-	
7.	32mm	6.32	75.84	-	-	-	
8.	Binding wire	-		Nil	Nil	Nil	
OPC stock	Nil	OPC last weeks stock	Nil	PPC/PSC stock	414	PPC/PSC last weeks stock	260
Details		Project Manager		Admin Officer/Manager		Admin Audit	
Sign							
Date		25-02-2023		25-02-2023			

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