

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

Remarks from site on the Requisition					
Company:		Silver Oak Villas LLP		Date:	15-04-2023
Site:		Silver Oak Villas part-III		Prepared by:	K.Tulasi Rani
Report From / To		07-04-2023 to 15-04-2023 (Fri to sat)		Approved by:	K Purshotham
Report Date		15-04-2023			
List of requisitions numbers missing in the report*: NIL					
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 ^s
20230315052		15-03-23	1-2	Z angle templates 1050x900 & 600x600 Hmm	Part Material Received.Remaining will be delivered by next Week
20230315053		15-03-23	1-2	Z angle templates 1050x900 & 600x600 Hmm	Part Material Received.Remaining will be delivered by next Week
20230315054		15-03-23	1-2	Z angle templates 1050x900 & 600x600 Hmm	Part Material Received.Remaining will be delivered by next Week
20230321036		21-03-23	1-7	Sanitary Concealed Flush tank plate 7nos pending	Material Available Delivery by Tuesday
20230323027		23-03-23	1	CP Angle cock 15nos pending	Material Not Avaialble
20230323030		23-03-23	1-2	CP Angle cock & Extension Nipple	Material Not Avaialble
20230323052		23-03-23	1-3	CP Angle cock & Extension Nipple and Health Faucet	Material Not Avaialble
20230328048		28-03-23	1-2	CP Wash Basin Pedestal 3nos pending	Material Available Delivery by Monday
20230403009		03-04-23	1-6	PVC Single Socket Pipe 75x3000mm	Material Available Delivery by Tuesday
20230404004		04-04-23	1-8	CP Angle cock & Health Faucet	Material Not Avaialble
20230404005		04-04-23	1-7	CP Wall hung EWC,Wash Basin,Flush Tank plate & Misc	Material Available Delivery by Tuesday
20230406022		06-04-23	1	Electrical Bulb-5W	Supplier will delivered the material by Monday
20230407001		06-04-23	1-7	Wall Hung EWC,Wash Basin,Concealed Flush tank	Material Available Delivery by Monday
20230407003		07-04-23	1-8	Cp Wall Mixture,Angle cock & Extension Nipple	Material Not Avaialble
20230408022		08-04-23	1-8	Cp Wall Mixture,Angle cock & Extension Nipple	Material Not Avaialble
20230408023		08-04-23	1-7	Wall Hung EWC,Wash Basin,Concealed Flush tank	Material Available Delivery by Monday
20230408025		08-04-23	1-7	Wall Hung EWC,Wash Basin,Concealed Flush tank	Material Available Delivery by Monday
20230408027		08-04-23	1-8	Cp Wall Mixture,Angle cock & Extension Nipple	Material Not Avaialble
20230408035		08-04-23	1	White Cement	Material Available Delivery by Monday
20230411002		11-04-23	1	CP Pillar Cocks	Material Available Delivery by Monday

20230411013	11-04-23	1-8	Cp Wall Mixture, Angle cock & Extension Nipple	Material Not Available			
20230411015	11-04-23	1-9	Cp Wall Mixture, Angle cock & Extension Nipple	Material Not Available			
20230411017	11-04-23	1-9	Cp Wall Mixture, Angle cock & Extension Nipple	Material Not Available			
20230411020	11-04-23	1-7	Wall Hung EWC, Wash Basin, Concealed Flush tank	Material Available Delivery by Tuesday			
20230411021	11-04-23	1-7	Wall Hung EWC, Wash Basin, Concealed Flush tank	Material Available Delivery by Tuesday			
20230411022	11-04-23	1-7	SS Sink, Wash Basin, Concealed Flush tank	Material Available Delivery by Tuesday			
20230411025	11-04-23	1-10	Electrical Junction box, PVC Bends, modular Plates & ACCL	Material Available Delivery by Tuesday			
No. of gate passes issued this week:			5/5	From No.	4137	To No.	4141
Delivery van site visit on: 3 days			08-04-23 (Saturday), 10-04-23 (Monday), 12-04-23 (Wednesday) and 14-04-23 (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	507	2400	-	
2.	10mm	.617	7.404	433	3200	-	
3.	12mm	.89	10.68	96	1020	-	
4.	16mm	1.58	18.96	33	625	-	
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	421	PPC/PSC last weeks stock	498
Details		Project Manager		Admin Officer/Manager		Admin Audit	
Sign							
Date		15-04-2023		15-04-2023			

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

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20230313019	13-03-2023	1	Tan-door rough stone 900x600mm	Supplier will delivered the material by Monday		
20230324025	24-03-2023	1	Enamel paint White	Material Available Delivery by Monday		
20230328012	28-03-2023	1	FRP Square Manhole cover	Material Available Delivery by Monday		
20230328042	28-03-2023	1-2	Solid Bricks 4" and 6"	Part Material Received.Remaining will delivery by next week		
20230406021	06-04-2023	1	Precast Compound Wall	Supplier arranging for material Delivery by Wednesday		
No. of gate passes issued this week:			0/5	From No.	Nil	
Delivery van site visit on:			08-04-23 (Saturday), 10-04-23(Monday), 12-04-23(Wednesday) 14-04-23(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	Stock at site - no of rods	Stock at site in Kgs	Previous stock in 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	-		Nil	Nil	Nil
OPC stock	Nil	OPC last weeks stock	Nil	PPC/PSC stock	-	PPC/PSC last weeks stock
Details		Project Manager		Admin Officer/Manager		Admin Audit
Sign						
Date		15-04-23		15-04-23		

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