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

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|---|---|---|---|
| Company: | Silver Oak Villas LLP | Date: | 29-04-2023 |
| Site: | Silver Oak Villas part-III | Prepared by: | K.Tulasi Rani |
| Report From / To | 21-04-2023 to 29-04-2023 (Fri to sat) | Approved by: | K Purshotham |
| Report Date | 29-04-2023 | | |

List of requisitions numbers missing in the report*: NILL

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# |
|---|---|---|---|---|
| | | | | |
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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$ |
|---|---|---|---|---|
| 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 |
| 20230323030 | 23-03-23 | 1-2 | CP Angle cock & Extension Nipple | Material Not Avaialble |
| 20230404004 | 04-04-23 | 1-3 | CP Angle cock, Long body & Health Faucet | Material Not Avaialble |
| 20230408022 | 08-04-23 | 1 | Cp Angle cock 15nos pending | Material Not Avaialble |
| 20230408025 | 08-04-23 | 1-7 | Wall Hung EWC,Wash Basin,Concealed Flush tank | Material Available Delivery by Monday |
| 20230408027 | 08-04-23 | 1 | Cp Angle cock 15nos pending | Material Not Avaialble |
| 20230411015 | 11-04-23 | 1-9 | Cp Wall Mixture,Angle cock & Extension Nipple | Material Available Delivery by Monday |
| 20230411017 | 11-04-23 | 1-9 | Cp Wall Mixture,Angle cock & Extension Nipple | Material Available Delivery by Monday |
| 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 |
| 20230418040 | 18-04-23 | 1 | SS Railing | Work is under Process |
| 20230421002 | 21-04-23 | 1-3 | Wall Hung EWC,Wash Basin & Pedastal | Material Available Delivery by Monday |
| 20230421020 | 21-04-23 | 1 | SS Railing | Work is under Process |
| 20230421021 | 21-04-23 | 1 | SS Railing | Work is under Process |
| 20230425036 | 25-04-23 | 1 | RMC- M25 | Work is under Process |
| 20230425037 | 25-04-23 | 1 | RMC- M20 | Work is under Process |
| 20230425038 | 25-04-23 | 1 | RMC- M20 | Work is under Process |
| 20230425032 | 25-04-23 | 1 | Plain False Ceiling | Work is under Process |
| 20230425034 | 25-04-23 | 1 | CCTV Wifi Cameras | Material Available Delivery by Monday |

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|---|---|---|---|---|
| 20230425035 | 25-04-23 | 1 | Electrical Gate Lights | Material Available Delivery by Monday |
| 20230425044 | 25-04-23 | 1-5 | UPVC Windows | Supplier arranging the material by next week |
| 20230425045 | 25-04-23 | 1-5 | UPVC Windows | Supplier arranging the material by next week |
| 20230425046 | 25-04-23 | 1-5 | UPVC Windows | Supplier arranging the material by next week |
| 20230425047 | 25-04-23 | 1-6 | UPVC Windows | Supplier arranging the material by next week |
| 20230425058 | 25-04-23 | 1-16 | CP Angle Cock 15nos pending | Material Not Avaialble |
| 20230425060 | 25-04-23 | 1-2 | PVC Saddle & Ball cock | Material Available Delivery by Monday |
| 20230426004 | 25-04-23 | 1 | Plain False Ceiling | Work is under Process |
| 20230426005 | 25-04-23 | 1 | Carpet Grass | Supplier arranging the material by next week |
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| No. of gate passes issued this week: | 5/5 | From No. | 3951 | To No. | 3955 |
| Delivery van site visit on: 3days | 24-04-23(Monday), 26-04-23(Wednesday) and 28-04-23 (Friday) and 29-04-23 | | | | |
| 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 | - | | Nill | Nill | Nill |

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|---|---|---|---|---|---|---|---|
| OPC stock | Nill | OPC last weeks stock | Nill | PPC/PSC stock | 340 | PPC/PSC last weeks stock | 386 |

| Details | Project Manager | Admin Officer/Manager | Admin Audit |
|---|---|---|---|
| Sign | | | |
| Date | 29-04-2023 | 29-04-2023 | |
| | | | |

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaiya@modiproperties.com and 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: | MHPLSOV | Date: | 29-04-2023 |
| Site: | Silver Oak Villas part-III | Prepared by: | K.Tulasi Rani |
| Report From / To | 21-04-2023 to 29-04-2023 (Fri to sat) | Approved by: | K Purshotham |
| Report Date | 29-04-2023 | | |

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# |
|---|---|---|---|---|
| 20230421023 | 21-04-23 | 1-2 | Plastic gampa & Spade with handle | |
| 20230425054 | 25-04-23 | 1-2 | Street lights & 2core Armored cable | |
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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$ |
|---|---|---|---|---|
| 20230313019 | 13-03-2023 | 1 | Tan-door rough stone 900x600mm | Part Material Received.Remaining will delivered by next week |
| 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 | Work is under Process |
| 20230408019 | 08-04-2023 | 1 | MS J Bolt | Material Available Delivery by Thursday |
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|---|---|---|---|---|---|
| No. of gate passes issued this week: | 0/5 | From No. | Nill | To No. | Nill |
| Delivery van site visit on: | 24-04-23(Monday), 26-04-23(Wednesday) and 28-04-23(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 | - | | Nill | Nill | Nill |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| OPC stock | Nill | OPC last weeks stock | Nill | PPC/PSC stock | - | PPC/PSC last weeks stock | - |

| Details | Project Manager | Admin Officer/Manager | Admin Audit |
|---|---|---|---|
| Sign | | | |
| Date | 29-04-23 | 29-04-23 | |

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!