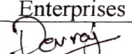


Internal memo no. 903/35/A
Annexure -D
Cement Blocks – Weekly Delivery Report

Company/ firm:	NE	Requisition nos.:	20230216001	Total PO quantity:	2000
Project:	NE	PO No.	20230216003	Quantity delivered in earlier period:	350
Block /Flat / Villa no.:	Block A	Total material delivered	NO	Quantity delivered during week:	700
Supplier:	Sri Sai Vishal Enterprises	Close PO:	NO	Balance quantity to be delivered:	950
Sign of security		Sign of Admin		Sign of Project manager	
Date	12.05.23	Date	12.05.23	Date	12.05.23

Details of solid blocks – delivered in earlier period.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.	04.03.23	10:00	4"x8"x16"	350	258	23001	20230417011
2.							
			Total	350			

Details of solid blocks – delivered during the week.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.	12.05.23	17:50	4"x8"x16"	700	014	23028	12.05.23
2.							
			Total	700			

Remarks:

Note: 1. Report to be emailed to purchase@modiproperties.com and report-audit@modiproperties.com every Saturday. 2. Maintain original along with delivery challans along with photos at site. 3. Report must have totals calculated. 4. Specify block size and block type (solid / hollow). 5. Total quantity and delivered quantity includes all types of blocks. 6. One running report must be made per PO.