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

Company: Seren		ne construction 11	p Date	Date:		20-05-2023				
		ne farms	Prep	Prepared by:		CH.CHANDRASHEKAR REDDY				
		5-2023 to 19-05-2		Approved by:		Syed golam sarwar				
Report Date	20-0	5-2023		•						
List of requi	sitions numbers	missing in the rep	ort*:							
List of requi	sitions where PO	D/WO not prepare			n:					
Req No.	Req Date	Serial no of item in Req		m Description Reas			son for not preparing PO/WO#			
		-								
List of requi	sitions where PC	D/WO is prepared	and items have no	ot been received	at cita bay	ond the	and time:			
Req No. Req Date		WO is prepared and items have no Serial no of Item					ils of discussion with supplier ^{\$}			
	req rio.		- Item		Details of discussion with supplier					
2023041103	8 11-04-2023		misolianious	misslinging			Po not made			
To	8 11-04-2023		mischonious	misclionious			ro not made			
20230411	11-04-2023		misclionious	misclionious			Po not made			
046			mischomous							
No. of gate p	asses issued this	week:	Nil From No.			To No.	No.			
Delivery van	site visit on:		09-05-2023							
Inward repor	t (MRN/other) a	& stock report ema	ailed in pdf forma		Yes / No					
Items not ord	lered but receive	ed:								
Other correct	ions & remarks	:								
Details of ste	el & cement sto	ck								
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	- 110 01 1003	-		-			
2.	10mm	.617	7.404	-	-		-			
3.	12mm	.89	10.68	-	-					
4.	16mm	1.58	18.96	-	-		-			
5.	20mm	2.47	29.64	-	-		-			
6.	25mm	3.86	46.32	-	-					
7.	32mm	6.32	75.84	-	-		-			
8.	Binding wire									
OPC stock	nil	OPC last	nil	PPC/PSC	nil		PC/PSC last nil			
		weeks stock		stock			eeks stock			
Details	Details		Project Manager		Admin Officer/Manager		Admin Audit			
Sign										
Date										

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaiya@modiproperties.com and raikumam@modiproperties.com on every Saturday. 3. Admin offices shall not leave the site without ompleting 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 not contacted, Supplier not reachable, Material in transit, WO - under fabrication, WO - material from 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!

Admin spices
Modi Farmino de Hydi Ling

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

Company:		MODI llp	MODI FARM HOUSE(HYD)		Date:		20	20-05-2023			
		-	e farms		Prepared by:		C	CH.CHANDRASHEKAR REDDY			
			-2023 to 19-05-2023		Approved by:			Syed golam sarwar			
•			-2023 to 17-03-2023		ripproved by.			Sycu golalii sai wai			
	sitions nu		nissing in the rep	ort*:							
List of requisitions where PO/WO not prepared 3 working days after requisition:											
Req No.	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 rece								beyond	the l	ead time:	
Req No. Req Date		Date	Serial no of item in Req.		Item Description			Details of discussion with supplier ^s			
			-								
-											
										< 3	
	_										
No of other in this											
No. of gate passes issued this week:						From No.			No.		
Delivery van site visit on:							09-0	05-2023	5	37 / 21	
Inward report (MRN/other) & stock report emailed in pdf form Items not ordered but received:						to purchase?		Yes / No			
			:								
Other correct			-								
Details of steel & cement stoc			W/t for 12		Charle at all a	Canal, as aisa is			Dravious steels in Va-		
31. NO	Tor size		Wt per mtr kgs	Wt. for 12 mtr		Stock at site – no of rods	1	Stock at site in		Previous stock in Kgs	
1.	8mm		.395	rod – kgs 4.74		- 110 01 10us	K gs	Kgs		-	
2.	10mm		.617	7.404		-	_			-	
3.	12mm		.89	10.68		_	-			-	
4.	16mm		1.58	18.96		_	-			-	
5.	20mm		2.47	29.64		_	_			-	
6.	25mm		3.86	46.32		-	-			-	
7.	32mm		6.32	75.84		-		-		-	
8.	Binding	wire	0,52	,	5.0.					_	
OPC stock	nil		OPC last	nil		PPC/PSC	nil	nil		PC/PSC last nil	
3. 3 stock			weeks stock			stock				eeks stock	
Details			Project Manager			Admin Officer/Ma				Admin Audit	
Sign								J	+		
Date											
N	6.1		1 1 1 1 D 1		2 6	1.11	_		-		

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, <a href="mailto:ashaiiiong-asha

must call all suppliers on a daily basis for follow-up - DO NOT CALL PURCHASE!

AGMIN JOHOS Modi Farm House Hyde L

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