

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

Company:	Mehta& Modi Realty Kowkur LLP	Date:	03-06-2023
Site:	Greenwood Heights	Prepared by:	Devi
Report From / To	27-05-2023 To 03-06-2023	Approved by:	A.Suresh
Report Date	03-06-2023		
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.	Reason for not preparing PO/WO
20230513021	13-05-2023	1	Basket Ball Pole Po to be issue
20230602010	02-06-2023	1	DLC Po to be issue
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.	Details of discussion with supplier ^s
20230506013	06-05-2023	1 to 4	CP Material Po no 20230506053 sup: SSLLP delivery on next week.
20230506019	06-05-2023	1 to 5	CP Material Po no 20230506059 sup: SSLLP delivery on next week.
20230512032	12-05-2023	1	Tandoor Rough stone Po no 20230512034 sup: Rajadhani tiles company delivery on next week.
20230515003	13-05-2023	1	Inter locking Pavers Po no 20230515001 sup: Purnima Mosaic tiles delivery on next week.
20230515032	15-05-2023	1 to 4	MS Grills Po no 20230515039 sup: SSLLP delivery on next week.
20230519033	19-05-2023	1 to 8	CP Material Po no 20230519041 sup: SSLLP delivery on Monday.
20230526001	26-05-2023	1	Nitco Country almond Po no 20230526001 sup: SSLLP delivery on next week.
20230529030	29-05-2023	1,2	Hardware Po no 20230529042 sup: SFS Hardware delivery on Monday.
20230530022	30-05-2023	1	Water Cooler Po no 20230530025 sup: Aryan Enterprises delivery on next week.
No. of gate passes issued this week:		01	From No. Nil To No. Nil
Delivery van site visit on:		27-05-2023 TO 03-06-2023	
Inward report (MRN/other) & stock report emailed in pdf format to purchase?			Yes
Other corrections & remarks:			
Details of steel & cement stock			
Sl. No	Tor size	Wt per mtr. - kgs	Wt. for 12 mtr rod - kgs
1.	8mm	.395	4.74
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		OPC last weeks stock	PPC/PSC stock 124
			PPC/PSC last weeks stock 129
Details	Project Manager		Admin Officer/Manager
Sign	A.Suresh		Devi
Date	03-06-2023		03-06-2023

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaya@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 DCs / bills. 6. Report