

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

Company:	MHPLSOV		Date:	01-07-2023		
Site:	Silver Oak Villas part-III		Prepared by:	K.Tulasi Rani		
Report From / To	23-06-2023 to 01-07-2023 (Fri to sat)		Approved by:	K Purshotham		
Report Date	01-07-2023					
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#		
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		
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		
20230516017	16-05-2023	1	Hollow Bricks	Material Available Delivery by Tuesday		
20230608041	08-06-23	1	Al.Service wire	Material Available Delivery by Monday		
20230614020	14-06-23	1	HDPE overhead tank	Material Available Delivery by Tuesday		
20230621024	21-06-23	1	Portable toilets cabin	Supplier arrange the material by Wednesday		
20230621025	21-06-23	1	Portable toilets cabin	Supplier arrange the material by Wednesday		
20230628055	28-06-23	1	Raincoats	Supplier arrange the material by Monday		
No. of gate passes issued this week:			0/5	From No.	Nil	To No. Nil
Delivery van site visit on:			26-06-23(Monday),28-06-23(Wednesday),30-06-23(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	Nill	OPC last weeks stock	Nill	PPC/PSC stock	581	PPC/PSC last weeks stock	200
Details		Project Manager		Admin Officer/Manager		Admin Audit	
Sign							
Date		01-07-2023		01-07-2023			

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!

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

Company:		Silver Oak Villas LLP		Date:	01-07-2023
Site:		Silver Oak Villas part-III		Prepared by:	K.Tulasi Rani
Report From / To		23-06-2023 to 01-07-2023 (Fri to sat)		Approved by:	K Purshotham
Report Date		17-06-2023			
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#	
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	
20230524020	24-05-23	1	Janatha paste	Stock not available	
20230605034	05-06-23	1-14	CPVC clamp,Ball valve,Tee,End cap & misc	Material Available Delivery by Monday	
20230616018	16-06-23	1-10	6M & 2M Module plate,metal box 6way,switches 6A,16A	Material Available Delivery by Tuesday	
20230619037	19-06-23	1-5	Panel doors & door stoppers	Material Available Delivery by Tuesday	
20230619039	19-06-23	1-4	Panel doors	Material Available Delivery by Tuesday	
20230617013	17-06-23	1	Floor tiles-Olimpia Begne	Material Available Delivery by Wednesday	
20230620026	20-06-23	1-5	UPVC Windows	Material Available Delivery by Tuesday	
20230621060	21-06-23	1	CCTV Cameras Wifi	Material Available Delivery by Tuesday	
20230621061	21-06-23	1	Upvc Sliding with mesh	Supplier can fix the windows by Tuesday	
20230623025	23-06-23	1-6	UPVC Windows	Supplier can fix the windows by Tuesday	
20230623027	23-06-23	1-5	UPVC Windows	Supplier can fix the windows by Tuesday	
20230624005	24-06-23	1-12	Electrical wires 1sqmm,2.5sqmm & 4sqmm	Material Available Delivery by Tuesday	
20230624010	24-06-23	1-6	CPVC Brass tee,MABT,FABT	Material Available Delivery by Monday	
20230624020	24-06-23	1	CI Electrode	Material Available Delivery by Tuesday	
20230624027	24-6-23	1	Cancite Beige	Material Available Delivery by Tuesday	
20230626007	26-06-23	1-11	Cp rack bolts,angle cock,shower arm & pillar cock	Material Available Delivery by Monday	
20230626020	26-06-23	1-3	Rack bolts & extension nipple	Material Available Delivery by Monday	
20230626028	26-06-23	1	SS Number Plates	Material Available Delivery by Tuesday	
20230626030	26-06-23	1-15	CPVC pipe,Ball valve, clamp,Tee and coupling	Material Available Delivery by Monday	
20230626031	26-06-23	1-12	CPVC pipe,Ball valve, clamp,Tee and coupling	Material Available Delivery by Monday	
20230626034	26-06-23	1	Over Head Tank	Material Available Delivery by Monday	

20230626036	26-06-23	1	Over Head Tank	Material Available Delivery by Monday		
20230626039	26-06-23	1-15	CPVC pipe,Ball valve, clamp,Tee and coupling	Material Available Delivery by Tuesday		
20230626042	26-06-23	1-6	CPVC Brass tee,MABT,FABT	Material Available Delivery by Tuesday		
20230626049	26-06-23	1-8	PVC Door bend,door y,Floor trap,nahani trap	Material Available Delivery by Tuesday		
20230626052	26-0-623	1-4	Deep box,bends, junction box	Material Available Delivery by Tuesday		
20230626053	26-06-23	1-13	Cleaning items	Material Available Delivery by Monday		
20230626043	26-06-23	1-5	CPVC Brass tee,MABT,FABT	Material Available Delivery by Tuesday		
20230626045	26-06-23	1-19	PVC pipes,vent covers,clamp,door tee & rigid pipe	Material Available Delivery by Tuesday		
20230627029	27-06-23	1-2	Eco drain frame & cover and connecting coupler	Material Available Delivery by Wednesday		
20230627028	27-06-23	1-2	Eco drain frame & cover and connecting coupler	Material Available Delivery by Wednesday		
No. of gate passes issued this week:			2/5	From No.	3982	To No. 3983
Delivery van site visit on: 3days			26-06-23(Monday),28-06-23(Wednesday),30-06-23(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	-	PPC/PSC last weeks stock -
Details		Project Manager		Admin Officer/Manager		Admin Audit
Sign						
Date		01-07-2023		01-07-2023		

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