

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

Company:	Silver Oak Villas LLP		Date:	08-07-2023
Site:	Silver Oak Villas part-III		Prepared by:	K.Tulasi Rani
Report From / To	30-06-2023 to 08-07-2023 (Fri to sat)		Approved by:	K Purshotham
Report Date	08-07-2023			
List of requisitions numbers missing in the report*: NIL				
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	Module plate 2M,6M ,6A & 16A switches & sockets & junction box	Material Available Delivery by Monday
20230619037	19-06-23	1-5	Panel doors & Door stopper	Material Available Delivery by Monday
20230619039	19-06-23	1-4	Panel doors	Material Available Delivery by Monday
20230621060	21-06-23	1	CCTV Cameras	Supplier did not received the payment.after payment he will delivered the material
20230623025	23-06-23	1-6	UPVC windows	Supplier can arrange the material by Tuesday
2030623027	23-06-23	1-5	UPVC Windows	Supplier can arrange the material by Tuesday
20230624005	24-06-23	1-12	Electrical copper wires 1sqmm,2.5sqmm and 4 sqmm	Material Available Delivery by Tuesday
20230624010	24-06-23	1-6	CPVC Brass TEE,Reducer Tee,FABT & MABT	Material Available Delivery by Tuesday
20230624020	24-06-23	1	CI Electrodes	Material Available Delivery by Tuesday
20230626007	26-06-23	1-11	CP Wall mixture,Health faucet,Pillar cock & angle cock	Material Available Delivery by Tuesday
20230626056	26-06-23	1-3	Wall Hung,Extension Nipple & WC Rack bolts	Material Available Delivery by Tuesday
20230626028	26-06-23	1	SS Number Plates	Fabrication Work is under process .supplier will delivered the material by Tuesday
20230626030	26-06-23	1-15	CPVC Pipe,Tee,Coupling,Ball Valve & Solution	Material Available Delivery by Tuesday
20230626031	26-06-23	1-15	CPVC Pipe,Tee,Coupling,Ball Valve & Solution	Material Available Delivery by Tuesday
20230626034	26-06-23	1	Over Head tank	Material Available Delivery by Tuesday

20230626036	26-06-23	1	Over Haed tank	Material Available Delivery by Tuesday			
20230626049	26-06-23	1-8	PVC Door Bend ,Y,Floor Trap, Nahani Trap & bend	Material Available Delivery by Tuesday			
20230626051	26-06-23	1-6	CPVC Brass TEE,Reducer Tee,FABT & MABT	Material Available Delivery by wednesday			
20230626052	26-06-23	1-4	Deep Box ,metal box,Bends & Junction box	Material Available Delivery by Tuesday			
20230624027	24-06-23	1	Cancite Beige	Material Available Delivery by Tuesday			
20230626043	26-06-23	1-5	CPVC Brass TEE,Reducer Tee,FABT & MABT	Material Available Delivery by wednesday			
20230626044	26-06-23	1-2	Internl door beading 3'& 7'	Material Available Delivery by Tuesday			
20230626045	26-06-23	1-20	PVC Pipe,Door tee,Clamp,Vent Cover & Bend	Material Available Delivery by Tuesday			
20230626053	26-06-23	1-13	Cleaning Items- Acid,buckets,colin,phenyl	Material Available Delivery by Tuesday			
20230626054	26-06-23	1	Umbrella	Material Available Delivery by Tuesday			
20230627028	27-06-23	1	Eco drain connecting coupler	Material Available Delivery by wednesday			
20230627029	27-06-23	1-2	Eco Drain Frame & cover ,Coupler	Material Available Delivery by wednesday			
20230628053	28-06-23	1	Solid Bricks 6x8x16	Part Material received remaining will delivered by Tuesday			
2023063004	30-06-23	1	Tile adhesive	Material Available Delivery by Tuesday			
20230630005	30-06-23	1-2	Hold fast & Wall plug	Material Available Delivery by Tuesday			
20230630006	30-06-23	1-3	DB TPN, Metal box & Junction box	Material Available Delivery by Tuesday			
20230704045	04-07-23	1	CP Flush tank plate and Extension Nipple	Material Available Delivery by Wednesday			
No. of gate passes issued this week:			2/5	From No.	3984	To No.	3986
Delivery van site visit on: 3days			01-7-23, 04-07-23, 06-07-23 & 08-07-23				
Inward report (MRN/other) & stock report emailed in pdf format to purchase?					Yes		
Items not ordered but receiv							
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		08-07-2023		08-07-2023			

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!

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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 ^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		
20230614020	14-06-23	1	HDPE overhead tank	Material Available Delivery by Tuesday		
20230621024	21-06-23	1	Portable toilets	Material Available Delivery by Monday		
2023621025	21-06-23	1	Portable toilets	Material Available Delivery by Monday		
20230703026	03-07-23	1-5	Flush door,door frame,AC sheets & MS J.Bolt	Material Available Delivery by Tuesday		
20230703036	03-07-23	1-4	CPVC FABT,Union and Plain Tee	Material Available Delivery by Tuesday		
No. of gate passes issued this week:		0/5	From No.	Nil	To No.	Nil
Delivery van site visit on:		01-07-23,03-07-23,06-07-23 and 08-07-23				
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	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	Nil	OPC last weeks stock	Nil	PPC/PSC stock	462	PPC/PSC last weeks stock 500
Details		Project Manager		Admin Officer/Manager		Admin Audit
Sign						
Date		08-07-2023		08-07-2023		

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