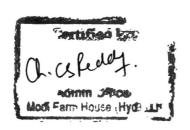
## Remarks from site on the 'Requisition by Site Report' of purchase division

| Company: Seren   |                        | Serene           | e construction llp |                               |                     | :             | 0                              | 08-07-2023                                       |                                  |                       |     |  |  |
|--|------------------------|------------------|--------------------|-------------------------------|---------------------|---------------|--------------------------------|--|----------------------------------|-----------------------|-----|--|--|
| Site: Seren  |                        | Serene           |                    |                               |                     | ared by:      |                                | CH.CHANDRASHEKAR REDDY                           |                                  |                       |     |  |  |
|  |                        |                  | 2023 to 08-07-2    |                               | roved by:           |               | Syed golam sarwar              |  |                                  |                       |     |  |  |
| Report Date  |                        | 08-07-2          | 2023               |                               |                     |               |                                | Syca goldin sarwar                               |                                  |                       |     |  |  |
| 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 Description    |               |                                |  | Reason for not preparing PO/WO#. |                       |     |  |  |
|  |                        |                  | item in Req        |                               |                     |               |                                | Acceptating FO WO.                               |                                  |                       |     |  |  |
|  |                        |                  | -                  |                               |                     |               |                                |  |                                  |                       |     |  |  |
|  |                        |                  |                    |                               |                     |               |                                |  |                                  | 14                    |     |  |  |
|  |                        |                  |                    |                               |                     |               |                                |  |                                  |                       |     |  |  |
| List of requisitions where PO/WO is prepared and items have not been received at site beyond the lead time:                    |                        |                  |                    |                               |                     |               |                                |  |                                  |                       |     |  |  |
| Req No. Req Date   |                        | Date             | Serial no of       | 1                             | Item Description    |               |                                | Details of discussion with supplier <sup>5</sup> |                                  |                       |     |  |  |
|  |                        |                  | item in Req.       |                               |                     |               |                                |  |                                  |                       |     |  |  |
|  | 20230629025 29-06-2023 |                  | Electrical n       |                               |                     | erial         | Supplier is arranging material |  |                                  |                       |     |  |  |
| 20230629 29-06-20  |                        | 2023             |                    | Electri                       | Electrical material |               |                                |  | Supplier is arranging material   |                       |     |  |  |
| 031  |                        |                  |                    |                               |                     |               |                                |  |                                  |                       |     |  |  |
|  |                        |                  |                    |                               |                     |               |                                |  |                                  |                       |     |  |  |
|  |                        |                  |                    |                               |                     |               |                                |  |                                  |                       |     |  |  |
|  | +                      |                  |                    |                               |                     |               |                                |  |                                  |                       |     |  |  |
|  | +                      |                  |                    |                               |                     |               |                                |  |                                  |                       |     |  |  |
| No of gate a   | accec icon             | d this           |                    |                               |                     |               |                                |  |                                  |                       |     |  |  |
| No. of gate passes issued this Delivery van site visit on:   |                        |                  | veek:              | Nil<br>09-06-                 |                     |               |                                | To No.   |                                  |                       |     |  |  |
| Inward repor   | 2023                   |                  |                    |                               |                     |               |                                |  |                                  |                       |     |  |  |
| Items not ord  | noi) &                 | stock report ema | aned in pai        | ed in pdf format to purchase? |                     |               |                                | Yes / No   |                                  |                       |     |  |  |
| Other correct  |                        |                  |                    |                               |                     |               |                                |  |                                  |                       |     |  |  |
|  |                        |                  | ,                  |                               |                     |               |                                |  |                                  |                       |     |  |  |
| Details of steel & cement stock  Sl. No Tor size Wt per mtr Wt. for 12 mtr Stock at site Stock at site in Previous stock in K- |                        |                  |                    |                               |                     |               |                                |  |                                  |                       |     |  |  |
| 01.110   | 101 5126               |                  | kgs                | Wt. for 12 mtr rod – kgs      |                     | Stock at site |                                | Stock at site in                                 |                                  | Previous stock in Kgs |     |  |  |
| 1.   | 8mm                    |                  | .395               | Tou - kgs                     | 4.74                | - no of rods  | Kgs                            |  |                                  |                       |     |  |  |
| 2.   | 10mm                   |                  | .617               |                               | 7.404               | -             | ļ <del>-</del>                 |  |                                  | -                     |     |  |  |
| 3.   | 12mm                   |                  | .89                |                               | 10.68               | -             | •                              |  |                                  | <u> </u>              |     |  |  |
| 4.   | 16mm                   |                  | 1.58               |                               | 18.96               | -             | ·                              |  | _                                | -                     |     |  |  |
| 5.   | 20mm                   |                  | 2.47               |                               |                     |               |                                |  |                                  | ļ                     |     |  |  |
| 6.   | 25mm                   |                  | 3.86               |                               |                     | <del> </del>  |                                |  |                                  | •                     |     |  |  |
| 7.   | 32mm                   |                  | 6.32               |                               | 75.84               |               | <del> </del>                   |  |                                  |                       |     |  |  |
| 8.   | Binding v              | wire             |                    |                               | 75.01               |               | <del> </del>                   |  | -                                | -                     |     |  |  |
| OPC stock  | nil                    |                  | OPC last           | nil                           |                     | PPC/PSC       | nil                            |  | DI                               | OC/DCC 1              |     |  |  |
|  |                        |                  | weeks stock        |                               |                     | stock         |                                | 1  |                                  | PC/PSC last           | nil |  |  |
| Details  |                        |                  | Project Manage     | r                             |                     | Admin Office  | r/Man                          | weeks stock<br>mager Admin Audit                 |                                  |                       |     |  |  |
| Sign   |                        |                  |                    |                               |                     |               |                                | -501   | 1                                | mini Auglt            |     |  |  |
| Date   |                        |                  |                    |                               |                     |               |                                |  | -                                |                       |     |  |  |
| 11   |                        |                  |                    |                               |                     |               |                                |  |                                  |                       |     |  |  |

Notes: 1. \* Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to <u>purchase@modiproperties.com</u>, <u>ashaiva@modiproperties.com</u> and <u>rajkumam@modiproperties.com</u> 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 & Suggested remarks - Ready with supplier, Supplier not contacted, Supplier not reachable, Material in transit, WO - under fabrication, WO - material for 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: MOD                   |                  |           | I FARM HOUSE(HYD)                          |             |                         | :                | 0  | 08-07-2023                          |                                |                                       |            |  |
|--------------------------------|------------------|-----------|--|-------------|-------------------------|------------------|--|-------------------------------------|--------------------------------|---------------------------------------|------------|--|
|                                |                  | Serene    | e farms                                    |             |                         | ared by:         |  | CH.CHANDRASHEKAR REDDY              |                                |                                       |            |  |
|                                |                  |           | -2023 to 07-07-2023                        |             |                         |                  |  | Syed golam sarwar                   |                                |                                       |            |  |
|                                |                  | 08-07-    |  |             |                         | Approved by:     |  |                                     | Oyou Boluin sui mui            |                                       |            |  |
|                                | itions nu        |           | nissing in the report*:                    |             |                         |                  |  |                                     |                                |                                       |            |  |
| List of requis                 | itions wh        | ere PO/   | WO not prepare                             | d 2 workin  | a days                  | ofter requisitio | n.   |                                     |                                |                                       |            |  |
| Req No.                        | Pec              | Date      | /WO not prepared 3 working<br>Serial no of |             |                         | Item Description |  |                                     | Reason for not preparing PO/WO |                                       |            |  |
| Roq No.                        | Req No. Req Date |           | item in Req                                | -           | item Description        |                  |  | Reason for not preparing 1 0/ WO    |                                |                                       |            |  |
|                                | +                |           | nem m keq                                  | -           | -                       |                  |  |                                     |                                |                                       |            |  |
|                                |                  |           |  | <del></del> |                         |                  |  | -                                   |                                |                                       |            |  |
|                                |                  |           |  |             |                         |                  |  |                                     |                                |                                       |            |  |
| List of requis                 | itions wh        | ere PO/   | WO is prepared                             | and items h | nuo no                  | t haan raasiyad  | l at aita  | harrand 4                           | la a 1                         | and times                             |            |  |
| Req No. Req Date               |                  |           | /WO is prepared and items ha               |             |                         | Description      | Details of discussion with supplier <sup>s</sup> |                                     |                                |                                       |            |  |
| 1                              |                  |           | item in Req.                               |             | Item Description        |                  |  | Details of discussion with supplier |                                |                                       |            |  |
|                                |                  |           | - nem in reeq.                             |             |                         |                  |  |                                     |                                |                                       |            |  |
| -                              |                  |           |  |             |                         |                  |  |                                     |                                |                                       |            |  |
|                                |                  |           |  |             |                         |                  | -  |                                     | _                              |                                       |            |  |
|                                |                  |           |  |             |                         |                  |  |                                     |                                |                                       |            |  |
|                                |                  |           |  |             |                         |                  |  |                                     |                                |                                       |            |  |
|                                |                  |           |  |             |                         |                  | _  |                                     |                                |                                       |            |  |
|                                |                  |           |  |             |                         |                  |  |                                     |                                |                                       |            |  |
| No. of gate passes issued this |                  |           | week: Nil                                  |             |                         | From No.         | To No.   |                                     |                                |                                       |            |  |
| Delivery van site visit on:    |                  |           | 08-07-202                                  |             |                         | 110111110.       | 10110.   |                                     |                                |                                       |            |  |
| Inward report (MRN/other) &    |                  |           | stock report emailed in pdf form           |             |                         | to purchase?     | Yes / No   |                                     |                                |                                       |            |  |
| Items not ord                  |                  |           |  |             |                         | •                |  |                                     |                                |                                       | ·          |  |
| Other correct                  | ions & re        | marks:    |  |             |                         |                  |  |                                     |                                |                                       |            |  |
| Details of ste                 | el & cem         | ent stock | ζ  |             |                         |                  |  |                                     |                                | · · · · · · · · · · · · · · · · · · · |            |  |
| Sl. No Tor size                |                  |           |  |             | 12 mtr Stock at site St |                  |  | tock at site in Previous stock in   |                                |                                       | ock in Kee |  |
|                                |                  |           | kgs  | rod – kgs   |                         |                  |  | Kgs                                 |                                | Trevious stock in Rgs                 |            |  |
| 1.                             | 8mm              |           | .395                                       |             | 4.74 -                  |                  | -  |                                     | $\neg \neg$                    | -                                     |            |  |
| 2.                             | 10mm             |           | .617                                       | 7.404       |                         |                  |  |                                     |                                | -                                     |            |  |
| 3.                             | 12mm             |           | .89  | 10.68       |                         |                  |  |                                     |                                | -                                     |            |  |
| 4.                             | 16mm             |           |  | 18.96       |                         |                  |  |                                     |                                | -                                     |            |  |
| 5.                             | 20mm             | 2.47      |  | 29.64       |                         |                  |  |                                     |                                | -                                     |            |  |
| 6.                             | 25mm             |           | 3.86                                       | 46.32       |                         | -                | -  |                                     |                                |                                       |            |  |
| 7.                             | 32mm             |           | 6.32                                       | 75.84       |                         | -                |  |                                     | -                              |                                       |            |  |
| 8.                             | <b>Binding</b>   | wire      |  |             |                         |                  |  |                                     |                                |                                       |            |  |
| OPC stock                      |                  |           | OPC last nil                               |             | PPC/PSC r               |                  | nil  | nil F                               |                                | PPC/PSC last   nil                    |            |  |
|                                |                  |           | weeks stock                                |             |                         | stock            |  | weeks stock                         |                                | ""                                    |            |  |
| Details                        |                  |           | Project Manager                            |             |                         | Admin Office     | r/Mana   | ager                                | Admin Audit                    |                                       |            |  |
| Sign                           |                  |           |  |             |                         |                  |  |                                     |                                | mini Audit                            |            |  |
| Date                           |                  |           |  |             |                         |                  |  |                                     |                                |                                       |            |  |

Notes: 1. \* Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to <a href="mailto:purchase@modiproperties.com">purchase@modiproperties.com</a>, <a href="mailto:ashaiya@modiproperties.com">ashaiya@modiproperties.com</a> and Notes: 1. \* Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to <u>purchase (amodiproperties.com</u> as <u>nailya (amodiproperties.com</u> and <u>rajkumam@modiproperties.com</u> 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, 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!

> Page 1 of 1 Modi Farm House (Hyde ...