

Prepared by:	B.Sadhana					
Report Date	26.08.2023 to 02.09.2023					
Site	GHT					
List of requisitions Where PO/WO not prepared 3 working days after requisition:						
Requisition No	Requisition Date	serial no	Material Descsription	Purchase Officer - Remarks	Material delivered?	If material is not delivered - is delay justified?
List of requisitions Where PO/WO is prepared and items have not received at site						
Req no:	Req Date	Serial no of item req	Item Description			
142234	03-10-2022	1	8 passengers lift	Material not delivered , Payment to issue		
20230802056	02.08.2023	1,2	Utility tiles	Collect from SLLP - GMR		
20230817037	17.08.2023	1	Copper cloudy tile	Collect from SLLP - GMR		
20230821065	21.08.2023	1,2	Hardware material	Delivered		
20230822055	22.08.2023	1 to 3	Hardware material	Delivered		
20230825007	25.08.2023	1,2	MS L angle	Delivered		
20230828017	28.08.2023	1	SS Sink	Delivered		
20230901028	01.09.2023	1,2	Electrical material	Delivered		