

Prepared by:	B.Sadhana					
Report Date	02-09-2023 to 09-09-2023					
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		
20230902001	02-09-2023	1 to 4	UPVC Windows and doors	next week delivery		
20230902015	02-09-2023	1	UPVC DOOR	next week delivery		
20230904061	04-09-2023	1	CP WALL MIXTURE	delivered		
20230904060	04-09-2023	1 to 4	CP material	delivered		
20230905018	05-09-2023	1	Rough stone	delivered		