

Prepared by:	B.Sadhana					
Report Date	20.08.2023 to 28.08.2023					
Site	NGH					
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?
20230906030	06.09.2023	1 and 2	Tilefixo	PO Done , material delivered		
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			
20230629018	29.06.2023	1 to 4	Templates	Cancelled this Req		
20230726013	26.07.23	3	screws	Collect from SSLLP		
20230726056	26.07.23	1 to 7	tiles	Delivered		
20230728023	28.07.23	1	luppam	Delivered		
20230810048	10.08.2023	1 to 4	Tiles	Collect from SSLLP - GMR		
20230811002	11.08.2023	2	Blue sheet	Delivered		
20230816047	16.08.2023	2	Screws	Collect from Supplier		
20230816019	16.08.2023	1 & 2	Led lights	Collect from Supplier		
20230818005	18.08.2023	1 to 8	Cpvc material	Delivered		
20230823017	23.08.2023	1 & 2	Door panels	Collect from SSLLP		