

Prepared by:	B.Sadhana					
Report Date	06.10.2023					
Company Name	MMRK-LLP					
Site	GHT					
List of requisitions Where PO/WO not prepared 3 working days after requisition:						
Requisition No	Requisition Date	Serial noof item req	Item Description	Purchase Officer - Remarks	Material delivered?	If material is not delivered - is delay justified?
20230921005	21.09.2023	4	CIF Cleaner	Cancelled by Site		
List of requisitions Where PO/WO is prepared and items have not received at site						
Req no:	Req Date	Serial noof item req	Item Description			
142234	03-10-2022	1	8 passengers lift	Material not delivered , Payment to issue		
20230908008	08.09.2023	1	Nitco Country Almond	Collect from SSLLP - GMR		
20230908009	08.09.2023	1	Nitco Country Rosso	Collect from SSLLP - GMR		
20230911031	11.09.2023	1	Nitco Bibilos	Partly Material Received , Balance to be collected from SSLLP		
20230925008	25.09.2023	1	CCTV Cameras	Collect from Supplier		
20230928028	28.09.2023	1,2	Tube lights	Collect from SSLLP		