

Prepared by:	K Mounika				
Report Date	12.10.2023				
Site	MHPL				
List of requisitions Where PO/WO not prepared 3 working days after requisition:					
Requisition No	Requisition Date	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					
PO NO.	PO Date	Material Descsription	Purchase Officer - Remarks		
20230516017	16.05.2023	Hollow bricks	Material recieved		
20230912066	12.09.2023	Tandoor stone	Material recieved		

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List of requisitions Where PO/WO not prepared 3 working days after requisition:					
Requisition No	Requisition Date	Material Descsription	Purchase officer remarks	Materied delivred	If material is not delivered - is delay justified?
List of requisitions Where PO/WO is prepared and items have not received at site					
PO NO.	PO Date	Item discription	Purchase officer remarks	Materied delivred	If material is not delivered - is delay justified?
20230921007	21.09.2023	WPC Door frame	Material received		
20230928043	28.09.2023	CPVC Pipe and fittings	Material received		