

Prepared by:	K Mounika				
Report Date	15.11.2023				
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?
Nil	Nil	Nil	Nil		
List of requisitions Where PO/WO is prepared and items have not received at site					
PO NO.	PO Date	Material Descsription	Purchase Officer - Remarks		
20231018019	18.10.2023	Aluminium Armored Cable	Next week delivery		
20231027024	18.10.2023	UPS	Follow up with supplier		
20231031051	31.10.2023	CC Hume pipes	Material delivered		

Prepared by:	K Mounika				
Report Date	22.11.2023				
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?
Nil	Nil	Nil	Nil		
List of requisitions Where PO/WO is prepared and items have not received at site					
PO NO.	PO Date	Material Descsription	Purchase Officer - Remarks		
20231018019	18.10.2023	Aluminium Armored Cable	Next week delivery		
20231027024	18.10.2023	UPS	Follow up with supplier		
20231114044	14.11.2023	Sim based router	Collect from SSLLP		
20231115028	15.11.2023	Transparent Box	Follow up with supplier		