

Prepared by:	K Mounika				
Report Date	22.11.2023				
Site	SOV-III				
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?
20231005036	05.10.2023	Surface cleaner cream,CIF power & shine MYK laticrete	Online purchase		
20230901039	01.10.2023	TV Unit	Waiting for MD`sapproval		
20230401015	01.07.2023	Mirror with Frame	Waiting for MD`sapproval		
List of requisitions Where PO/WO is prepared and items have not received at site					
PO NO.	PO Date	Item discription	Purchase officer remarks	Material delivred	If material is not delivered - is delay justified?
20231011033	11.10.2023	Tan Brown granite	Part Material delivered		
20231103022	03.11.2023	Wall Mixture	Part Material delivered		
20231106012	06.11.2023	Ultra tech tile fixo	Material delivered		
20231106014	06.11.2023	CPVC Pipe,elbow,tee,clamp	Collect from SSLLP		
20231107005	07.11.2023	Wall Mixture & Health Faucet	Part Material delivered		