Prepared by:	K Mounika				
Report Date	14/12/2023				
Site	SOV-III				
List of requisitions	Where PO/WO	not prepared 3 working days after requisition:			
Requisition No	Requisition Date	Material Descscription	Purchase officer remarks	Materied delivred	If material is not delivered - is delay justified?
20230901039	01.10.2023	TV Unit	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		
20231121024	21.11.2023	Stationary A4 papers	Material delivered		
20231121026	21.11.2023	Recron,teflon tapes,Sponges	Material delivered		
20231121024	21.11.2023	Janatha Paste	Material delivered		
20231127013	27.11.2023	Wash basin	Collect from SSLLP		
20231127012	27.11.2023	Wash basin	Collect from SSLLP		
20231127006	27.11.2023	Wash basin	Collect from SSLLP		
20231204029	04.12.2023	Wall mixture, wash basin, angle cock, pillar cock	Collect from SSLLP		