

Internal memo no. 903/35/A
Annexure -D
Cement Blocks – Weekly Delivery Report

Company/ firm:	Crescentia Las Pvt Ltd	Requisition nos.:	20231207020	Total PO quantity:	1100
Project	GV ONE	PO No.	20231208010	Quantity delivered in earlier period:	-
Block /Flat / Villa no.:	Towards Compound wall purpose	Total material delivered	Yes/ No	Quantity delivered during week:	550
Supplier:	Sai vishal enterprises	Close PO:	Yes / No	Balance quantity to be delivered:	-
Sign of security		Sign of Admin		Sign of Project manager	
Date	16.12.23	Date	16.12.23	Date	

APPROVED
S.V. S6623
Project Manager

Details of solid blocks – delivered in earlier period.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1							
Total:							

Details of solid blocks – delivered during the week.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1	15.12.23	13:50	6" x 8" x 16"	550	095	1312	20231216014
2.							
3.							
Total:				550			

Remarks: Po to be closed

Note: 1. Report to be emailed to purchase@modiproperties.com and report- audit@modiproperties.com every Saturday. 2. Maintain original along with delivery challans along with photos at site. 3. Report must have totals calculated. 4. Specify block size and block type (solid / hollow). 5. Total quantity and delivered quantity includes all types of blocks. 6. One running report must be made per PO.