

Prepared by:	S.Jaysudha				
Report Date	12.01.2024				
Site	Dr. NRK				
List of requisitions Where PO/WO not prepared 3 working days after requisition:					
Requisition No	Requisition Date	Material Description	Purchase Officer - Remarks	Material delivered? Delivered	If material is not delivered - is delay justified?
20230901009	01.09.2023	Equip: Effluent treatment plant	Under discussion		
20230901010	01.09.2023	Equip: Sewage treatment plant	Under discussion		
20231209009	09.12.2023	Manhole set RCC with 4 holes	Size not available in market we are checking		
20231212001	12.12.2023	Lap top bags	online purchase.		
List of requisitions Where PO/WO is prepared and items have not received at site					
Po.No.	Po.date	Item Description	Purchase Officer - Remarks		
20231106006	06.11.2023	Puf saddle	Collect from SSSLP GV		
20231218062	18.12.2023	MS Flanges	Delivered		
20231227034	27.12.2023	Aluminium armored cable	Deliver by Saturday		
20231229013	02.01.2023	Butterfly valve	Delivered		
20231230020	30.12.2023	Cutting blade	Deliver by Saturday		