

Construction Division - Material Requirement – Site Report

Company:	GVRC		Date:	27-01-2024.		
Site:	Innopolis		Prepared by:	N.Sai Shivani.		
Report From / To	20-01-2024 To 26-01-2024		Approved by:	Mr.Madhu		
Report Date	27-01-2024.					
List of items that require SKU:						
List of requisitions where PO/WO not prepared after 3 working days of requisition:						
Req No.	Req Date	Serial no of item in Req	Item Description	Coordinate with purchase /procurement and give reason for delay.		
20231220001	20-12-2023	1	Headset	Po not done/online purchase .		
List of requisitions where PO/WO is prepared and items have not been received at site beyond the lead time:						
PO No.	PO Date	Serial no of item in PO.	Item Description	Details of discussion with supplier & expected date of delivery		
20231118013	18-11-2023	1	Urinals	Advice Payment.		
20240119040	19-01-2024.	1	Gum boots	Expected delivery on 29-01-2024.		
20240120003	20-01-2024.	1	Fiber box	Expected delivery on 29-01-2024.		
No. of gate passes issued this week:						
			1	From No.	8716	To No. 8716
Delivery van site visit on:			20-01-2024 To 26-01-2024.			
Items not ordered but received:						
POs to be cancelled – material not required /incorrectly made:						
20230318022-material not required.						
20230318023-material not required.						
20231205008-material not required.						
Approved POs – part/full material received – MRN not uploaded:						
20230515041-contanier-material received but dc not received.						
20230509025-container -material received but dc not received.						
20230417046-mccb,dbvtpn-material received but dc not received.						
PO to be closed – part material received – further material not required/will be ordered by new requisition:						
Other corrections & remarks:						
Details of steel & cement stock						
Sl. No	Tor size	Wt per mtr. - kgs	Wt. for 12 mtr rod – kgs	Stock at site – no of rods	Stock at site in tons	Previous weeks stock in tons
1.	8mm	.395	4.74	1054	5000	8000
2.	10mm	.617	7.404	1080	8000	1000
3.	12mm	.89	10.68	561	6000	15000
4.	16mm	1.58	18.96	1318	25000	7000
5.	20mm	2.47	29.64	539	16000	23000
6.	25mm	3.86	46.32	431	20000	27000
7.	32mm	6.32	75.84	79	6000	4000
8.	Binding wire	-		20	500	200
OPC stock	-	OPC last weeks stock	-	PPC/PSC stock	150	PPC/PSC last weeks stock 206
Details		Prepared by		Project Manager		
Sign		N.Sai Shivani				T.Madhu
Date		27-01-2024.				27-01-2024.

Notes: 1. For missing SKUs send email to procurement@modiproperties.in and post on purchase construction viber group. 2. Send this report to purchase@modiproperties.com, janaki@modiproperties.com and audit@modiproperties.com on every Saturday. 3. PM shall not leave the site without sending this report. 4. Site engineers to call suppliers for status of delivery. DO NOT CALL PURCHASE. 5. Purchase to send reply to this report before next Saturday. 6. Zoom meeting to be held with purchase coordinator, site and purchase division once a week to discuss this report.