

Construction Division - Material Requirement – Site Report

Company:	GVRC	Date:	04-05-2024.			
Site:	Innopolis	Prepared by:	N.Sai Shivani.			
Report From / To	27-04-2024 To 03-05-2024	Approved by:	Mr.Madhu			
Report Date	04-05-2024.					
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.		
20240313009	13-03-2024.	1	Ductable split AC	Quotes to be receive.		
20240313013	13-03-2024	1	Glass Door(2400x1800x2leaf)	Quotes to be receive.		
20240313014	13-03-2024.	1	Glass Door(2400x1500x2leaf)	Quotes to be receive.		
20240320032	20-03-2024.	1	UPS 2kva ups for 15min backup	Quotes to be receive.		
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	Expected delivery after 1 week.		
20240315019	15-03-2024.	1	False ceiling PVC-White 300mmx300mm	Work under progress .		
20240320054	20-03-2024	1	False ceiling plain - Gyp.	Work under progress.		
20240411015	11-04-2024.	1 to 7	MS reducers c-class 100Dx80D,50DX40D,80 DX65D,65DX50D.	Expected delivery on 07-05-2024.		
20240415012	15-04-2024.	1 to 2	Restroom cubicle+Hardware,Urinal partition board +Hardware	Expected delivery after 1 month		
20240422045	22-04-2024	1	Railing Stainless steel	Work under progress.		
20240423002	23-04-2024	1 to 2	MS Gazette plates- 175x125x10mm,250x200 x12mm	Expected delivery on 06-05-2024.		
20240429025	29-04-2024	1	MS Gazette plates 250x180x10mm	Expected delivery on 06-05-2024.		
20240502025	02-05-2024	1	Ceiling fans white- 1200mm.	Expected delivery on 07-05-2024.		
20240430007	30-04-2024.	1	Steel	Expected delivery on 06-05-2024.		
\\No. of gate passes issued this week:		3	From No.	8731	To No.	8733
Delivery van site visit on:		27-04-2024 To 03-05-2024.				
Items not ordered but received:						
POs to be cancelled – material not required /incorrectly made:						
-						
Approved POs – part/full material received – MRN not uploaded:						
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	421	1265	1265
2.	10mm	.617	7.404	1089	8070	9070
3.	12mm	.89	10.68	93	1000	12000

4.	16mm	1.58	18.96	2494	47291	48291
5.	20mm	2.47	29.64	300	8893	8893
6.	25mm	3.86	46.32	201	9320	9320
7.	32mm	6.32	75.84	92	7040	7040
8.	Binding wire	-		8	200	350
OPC stock	-	OPC last weeks stock	-	PPC/PSC stock	250	PPC/PSC last weeks stock 480
Details	Prepared by			Project Manager		
Sign	N.Sai Shivani			T.Madhu		
Date	04-05-2024.			04-05-2024.		

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.