

Site Report Material Requirement

Company	Crescentia Labs Pvt Ltd	Date	23.11.23
Site	GV One	Prepared by:	Bhavani
Report From / To	11.11.23 to 18.11.23	Approved by:	Subba Reddy
Report Date	23.11.23		

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

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

No. of gate passes issued this week: From No. To No.

Delivery van site visit on:

Items not ordered but received:

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	1476	7000	9000	
2.	10mm	.617	7.404	540	4000	5150	
3.	12mm	.89	10.68	750	8000	8000	
4.	16mm	1.58	18.96	316	6000	8730	
5.	20mm	2.47	29.64	303	9000	15190	
6.	25mm	3.86	46.32	172	8000	12000	
7.	32mm	6.32	75.84	13	1000	1000	
8.	Binding wire	-	-	-	600	1000	
OPC stock		OPC last weeks stock		PPC/PSC stock	380	PPC/PSC last weeks stock	500

Details	Prepared by	Project Manager
Sign	Bhavani	
Date	23-11-23	

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 rajumam@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.

APPROVED BY

S.V. Subba Reddy
 Project Manager