

Site Report Material Requirement

Company:	Dr.Nrk BioTechPvtLtd	Date:	18.05.2023				
Site:	Nextopolis	Prepared by:	S Shravya				
Report From / To	15.05.2023 to 18.05.23	Approved by:	P Sai Kumar				
Report Date	18.05.2023						
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.			
20230510036	10.05.23	01	Open storage unit	Po to be issued			
186571	08.03.2023	01	Coffe machine	Po not issued			
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: 17.05.23							
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	121	573	0.573	
2.	10mm	.617	7.404	100	740	0.74	
3.	12mm	.89	10.68	-	-	-	
4.	16mm	1.58	18.96	15	284	0.284	
	20mm	2.47	29.64		80260	0800	
5.	25mm	3.86	46.32	10	500	0.5	
6.	32mm	6.32	75.84	-	-	-	
7.	Binding wire	-				0.00	
OPC stock		OPC last weeks stock		PPC/PSC stock	600	PPC/PSC last weeks stock	650
Details		Prepared by		Project Manager			
Sign		S.Shravya		P. Sai kumar			
Date		18.05.2023		18.05.2023			

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 rajakumari@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.