

Construction Division - Material Requirement – Site Report

Company:	Modi Housing Pvt Ltd-Trading	Date:	13.04.2024
Site:	MHPLTrading@ Rampally	Prepared by:	M.Asha jyothi
Report From / To	05.04.2024 to 12.04.2024	Approved by:	Minish
Report Date	13.04.2024		

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.
20240319015	19.03.24	1	Laptop bag	Online purchase ✓
20240402019	02.04.24	1	Invoice Booklet	Promotions ✓
20240405040	05.04.24	1	Printer cable	Local 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
20240320012	20.03.24	1-2	Rack bolts	Delivered by Tuesday(16.04.24) ✓
20240327043	27.03.24	1	NCL Altek-Gypsum	Next week delivery ✓
20240328022	28.03.24	1-10	Sanitary CP Material	Part material received ✓
20240329003	29.03.24	1-3	Hardware	Part material received ✓
20240405043	05.04.24	3	Panel Doors	Next week delivery ✓
20240405025	05.04.24	1-2	Rack bolts	Delivered by Tuesday(16.04.24) ✓
20240405027	05.04.24	1	SS Sink	Delivery on Monday(15.04.24) ✓
20240405040	05.04.24	1	Fisher plug	Delivery on Monday(15.04.24) ✓
20240405044	05.04.24	1	Mortise lock	Delivered by Tuesday(16.04.24) ✓
20240412007	12.04.24	1	Chemical- polysulphide	Delivered by Tuesday(16.04.24) ✓
20240406007	06.04.24	1	Router TP Link	Delivery after advance payment ✓

No. of gate passes issued this week: 2 From No. 8560 To No. 8561

Delivery van site visit on:

Items not ordered but received:

POs to be cancelled – material not required /incorrectly made:20240216017(Battery)-PO cancelled

Approved POs – part/full material received – MRN not uploaded:

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	0.00	0.00	0.00
2.	10mm	.617	7.404	0.00	0.00	0.00
3.	12mm	.89	10.68	0.00	0.00	0.00
4.	16mm	1.58	18.96	0.00	0.00	0.00
5.	20mm	2.47	29.64	0.00	0.00	0.00
6.	25mm	3.86	46.32	0.00	0.00	0.00
7.	32mm	6.32	75.84	0.00	0.00	0.00
8.	Binding wire	-		0.00	0.00	0.00
OPC stock		OPC last weeks stock		PPC/PSC stock		PPC/PSC last weeks stock
Details		Prepared by		Project Manager		
Sign						
Date						

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.

