Construction Division - Material Requirement – Site Report

Company:	Summit sales LLP	Date:	30.12.2023
Site:	SSLLP@GV	Prepared by:	Divya k
Report From / To	26.12.2023 to 30.12.2023	Approved by:	Praveen.B
Report Date	30.12.2023		

List of items that require SKU : Nil

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.
20231106002	06.11.2023	01	Cleaning material	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
20231219029	19.12.2023	01	MS Flange 125Dmm	Material ready with supplier yet to receive
20231218014	18.12.2023	1,2&3	Paints	Material ready with supplier yet to receive
20231218015	18.12.2023	01	Brush 100mm	Material ready with supplier yet to receive
20231212024	12.12.2023	01	PUF saddle 250mm	Advance payment to made
20230904035	04.09.2023	05	SS threaded bushes	Material ready with supplier yet to receive

No. of gate passes issued this week:		From No.	Nil	To No.	Nil
Delivery van site visit on:	23.12.2023				

Items not ordered but received: Nil

POs to be cancelled – material not required /incorrectly made: Nil

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

PO to be closed – part material received – further material not required/will be ordered by new requisition: Nil

Other corrections & remarks: Nil

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.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						

OPC stock		OPC last weeks stock		PPC/PSC stock		PPC/PSC last weeks stock	

Details	Prepared by	Project Manager
Sign	Divya.k	Praveen .B
Date	23.12.2023	23.12.2023

30/12/23

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 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.