

**Site Report Material Requirement.**

Company:	GVRC	Date:	07-10-2023
Site:	Innopolis	Prepared by:	N.Sai Shivani
Report From / To	30-10-2023 to 06-10-2023	Approved by:	Mr.Madhu
Report Date	07-10-2023		

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.
20230821033	21-08-2023	1 to 6	Windows-A1 framing structural glazing,DGU-6+12+6MM,SGU-6mm,Cement Boards,ACP miscellaneous.	Draft sent to MD for approval.
20230821034	21-09-2023	1 to 2	Windows-A1 Framing structural glazing,Miscellaneous ACP.	Draft sent to MD for approval.
20230821035	21-09-2023	1 to 3	Miscellaneous ACP,Glass door,Canopy works.	Draft sent to MD for approval.
20230902004	02-09-2023	1 to 2	General items CIF-Powder &CIF Abrasive surface cleaner cream.	Draft sent to MD for approval.
20231006013	06-10-2023	1	Steel 20mm	Po not done.

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
20230612008	12-06-2023	1	FRD Doors	Under production Expected delivery on 10-10-2023.
20230830016	30-08-2023	1	Portable Toilet Cabin.	Expected delivery on 10-10-2023.
20230912012	12-09-2023	1	Empty papers.	Expected delivery on 09-10-2023.
20231003060	03-10-2023	1	Hrd surface cleaner - Taski R2.	Advice payment.
20230929053	29-09-2023	1	Cuplock scaffoldig base jack-450mm	Expected delivery on 11-10-2023.

No. of gate passes issued this week:	0	From No.	-	To No.	-
Delivery van site visit on:	30-10-2023 to 06-10-2023				
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	1265	6000	8000	
2.	10mm	.617	7.404	675	5000	7000	
3.	12mm	.89	10.68	749	8000	10000	
4.	16mm	1.58	18.96	263	5000	5000	
5.	20mm	2.47	29.64	0	0	0	
6.	25mm	3.86	46.32	107	5000	7000	
7.	32mm	6.32	75.84	131	10000	13000	
8.	Binding wire	-	-	16	400	300	
OPC stock	-	OPC last weeks stock	-	PPC/PSC stock	462	PPC/PSC last weeks stock	494
Details	Prepared by			Project Manager			

Sign	N.Sai Shivani.		T.Madhu
Date	07-10-2023		07-10-2023

Notes: 1.For missing SKUs send email to [procurement@modinproperties.in](mailto:procurement@modinproperties.in) and post on purchase construction viber group. 2. Send this report to [purchase@modinproperties.com](mailto:purchase@modinproperties.com), [janaki@modinproperties.com](mailto:janaki@modinproperties.com) and [rajkumar@modinproperties.com](mailto:rajkumar@modinproperties.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.