

Remarks from site on the 'Requisition by Site Report' of purchase division

Company:	MHPLSOV	Date:	19-08-2023
Site:	Silver Oak Villas part-III	Prepared by:	K.Tulasi Rani
Report From / To	11-08-2023 to 19-08-2023 (Fri to sat)	Approved by:	K Purshotham
Report Date	19-08-2023		
List of requisitions numbers missing in the report*:			
List of requisitions where PO/WO not prepared 3 working days after requisition:			
Req No.	Req Date	Serial no of item in Req	Item Description
			Reason for not preparing PO/WO#
List of requisitions where PO/WO is prepared and items have not been received at site beyond the lead time:			
Req No.	Req Date	Serial no of item in Req.	Item Description
			Details of discussion with supplier ⁵
20230328042	28-03-2023	1-2	Solid Bricks 4" and 6"
20230516017	16-05-2023	1	Hollow Bricks
20230614020	14-06-23	1	HDPE overhead tank
20230703036	03-07-23	1-4	CPVC FABT, Union and Plain Tee
20230711036	11-07-23	1-3	Paints White , black & thinner
20230814022	14-08-23	1	FRP Manhole set-Square
20230814029	14-08-23	1-3	UPS, CCTV Cameras & Micro SD card
20230817004	17-08-23	1-5	CPVC elbow, solvent, pipe & Bends
20230817026	17-08-23	1	Agro Shade net
No. of gate passes issued this week:	0/5	From No.	Nil
Delivery van site visit on:	14-08-23, 16-08-23, 18-08-23 and 19-08-23	To No.	Nil
Inward report (MRN/other) & stock report emailed in pdf format to purchase?	Yes		
Items not ordered but received:			
Other corrections & remarks:			
Details of steel & cement stock			
Sl. No	Tor size	Wt per mtr. - kgs	Wt. for 40feet rod - kgs
			Stock at site - no of rods
			Stock at site in Kgs
			Previous stock in Kgs
1.	8mm	.395	4.50
2.	10mm	.617	7.50
3.	12mm	.89	10.67
4.	16mm	1.58	18.96
5.	20mm	2.47	29.63
6.	25mm	3.86	46.30
7.	32mm	6.32	66.67
8.	Binding wire	-	Nil
OPC stock	Nil	OPC last weeks stock	Nil
			PPC/PSC stock
			PPC/PSC last weeks stock
Details	Project Manager	Admin Officer/Manager	Admin Audit
Sign			
Date	19-08-2023	19-08-2023	

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaiya@modiproperties.com and rajkumarn@modiproperties.com on every Saturday. 3. Admin offices shall not leave the site without completing this report. 4. Ensure that inward numbers are written on the Requisitions, clearly showing the items not received on a daily basis. 5. Mention PO & MRN no. on DC's / bills. 6. Report to be signed by Admin manager & Project manager at site and filed at site. 7. #Suggested remarks - For technical details from site, For negotiations/quotations, Local purchase, For MD's approval/input, 8. \$ Suggested remarks - Ready with supplier, Supplier not contacted/, Supplier not reachable, Material in transit, WO - under fabrication, WO - material for fabrication not received, WO - material received fabrication not started, Delivery van delay, Delay by purchase assistant, Supplier arranging for material, 9. Purchase to send reply to this report within one week. 10. Follow up for WO is the responsibility of engineers at site - purchase to write 'NA' in reply to this report. 11. Admin officers/managers must call all suppliers on a daily basis for follow-up - DO NOT CALL PURCHASE!

Remarks from site on the 'Requisition by Site Report' of purchase division

Company:	Silver Oak Villas LLP	Date:	19-08-2023			
Site:	Silver Oak Villas part-III	Prepared by:	K.Tulasi Rani			
Report From / To	11-08-2023 to 19-08-2023 (Fri to sat)	Approved by:	K Purshotham			
Report Date	19-08-2023					
List of requisitions numbers missing in the report*: NIL						
List of requisitions where PO/WO not prepared 3 working days after requisition:						
Req No.	Req Date	Serial no of item in Req	Item Description	Reason for not preparing PO/WO ^u		
List of requisitions where PO/WO is prepared and items have not been received at site beyond the lead time:						
Req No.	Req Date	Serial no of item in Req.	Item Description	Details of discussion with supplier ^s		
20230605034	05-06-23	1-14	CPVC clamp,Ball valve,Tee,End cap & misc	Material Available Delivery by Wednesday		
20230619039	19-06-23	1-4	Panel doors 675x2025 10nos pending	Material Not Available		
20230624010	24-06-23	1-6	CPVC Brass TEE,Reducer Tee,FABT & MABT	Material Available Delivery by Tuesday		
20230626034	26-06-23	1	Over Head tank	Material Available Delivery by Tuesday		
20230714027	14-07-23	1-19	PVC Pipe,Bend,Vent Cover Tee,Elbow,Clamp	Material Available Delivery by Tuesday		
20230628053	28-06-23	1	Solid bricks 6x8x16	We hold it for some time		
20230719021	19-07-23	1	Meta box-6way 40no's pending	Material Available Delivery by Tuesday		
20230719025	19-07-23	1	Meta box-6way 40no's pending	Material Available Delivery by Tuesday		
20230725014	25-07-23	1-2	Cylindrical Locks & SS hinges	Part Material received.Remaining delivered by next week		
20230725010	25-07-23	1	Panel door 675x2075 4nos pending	Material Not Available		
20230725050	25-07-23	1-12	Electrical copper wires 1sqm , 2.5sqmm & 4sqmm	Material Available Delivery by Tuesday		
20230801023	01-08-23	1	SS screws 8x32	Supplier can arrange the material by Wednesday		
20230802001	02-08-23	1	Test apparatus slump cone	Supplier can arrange the material by Wednesday		
20230809002	09-08-23	1-8	Janatha paste,tile grout,Adhesive chemical Etc	Material Available Delivery by Tuesday		
20230809003	09-08-23	1-12	Consumables -cleaning material	Material Available Delivery by Tuesday		
20230811015	11-08-23	1	Tan Brown granite	Part material received.Remaining will be delivered by next week		
20230811039	11-08-23	1	PVC Single socket pipe 75mm	Material Available Delivery by Tuesday		
20230814008	14-08-23	1-3	Z angles 4x3,3x3 & 2x4	Stock not available at sslp		
No. of gate passes issued this week:		From No.	8353	To No. 8355		
Delivery van site visit on: 3days		14-08-23,16-08-23,and 18-08-23 & 19-08-23				
Inward report (MRN/other) & stock report emailed in pdf format to purchase?			Yes			
Items not ordered but receive						
Other corrections & remarks:						
Details of steel & cement stock						
Sl. No	ttt	Wt per mtr. - kgs	Wt. for 12 mtr rod - kgs	Stock at site - no of rods	Stock at site in Kgs	Previous stock in Kgs
1.	8mm	.395	4.74	-	-	-

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2.	10mm	.617	7.404	433	-	-	-
3.	12mm	.89	10.68	-	3200	-	-
4.	16mm	1.58	18.96	-	-	-	-
5.	20mm	2.47	29.64	-	-	-	-
6.	25mm	3.86	46.32	-	-	-	-
7.	32mm	6.32	75.84	-	-	-	-
8.	Binding wire	-		Nill	Nill	Nill	
OPC stock	Nill	OPC last weeks stock	Nill	PPC/PSC stock	230	PPC/PSC last weeks stock	336
Details		Project Manager		Admin Officer/Manager		Admin Audit	
Sign							
Date		19-08-2023		19-08-2023			

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