

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

Company:	MHPLSOV	Date:	05-08-2023	
Site:	Silver Oak Villas part-III	Prepared by:	K.Tulasi Rani	
Report From / To	29-07-2023 to 05-08-2023 (Fri to sat)	Approved by:	K Purshotham	
Report Date	05-08-2023			
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"	Part Material Received.Remaining will delivery by next week
20230516017	16-05-2023	1	Hollow Bricks	Material Available Delivery by Tuesday
20230614020	14-06-23	1	HDPE overhead tank	Material Available Delivery by Tuesday
20230621024	21-06-23	1	Portable toilets	Material Available Delivery by Monday
20230703036	03-07-23	1-4	CPVC FABT,Union and Plain Tee	Material Available Delivery by Tuesday
20230711036	11-07-23	1-3	Paints White , black & thinner	Material Available Delivery by Monday
20230712006	12-07-23	1	Precast compound wall	Supplier can arrange the material by next week
No. of gate passes issued this week:		0/5	From No.	Nil
Delivery van site visit on:		29-07-23,31-07-23 nd 02-08-23 & 04-08-23		
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
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
				580
				PPC/PSC last weeks stock
				150
Details		Project Manager		Admin Officer/Manager
Sign				Admin Audit
Date		05-08-2023		05-08-2023

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaiya@modiproperties.com and rajumarn@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!

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Site:	Silver Oak Villas part-III	Prepared by:	K.Tulasi Rani
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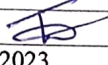
List of requisitions numbers missing in the report*: NIL

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*

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 Tuesday
20230619039	19-06-23	1-4	Panel doors 675x2025 10nos pending	Material Available Delivery by Monday
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
20230714013	14-07-23	1-5	CPVC Fabt,Mabt,male Adapter & Brass tee	Material Available Delivery by Tuesday
20230714027	14-07-23	1-19	PVC Pipe,Bend,Vent Cover Tee,Elbow,Clamp	Material Available Delivery by Tuesday
20230714031	14-07-23	1-2	PVC base saddle 50x20 & 40x15	Material Available Delivery by Wednesday
20230628053	28-06-23	1	Solid bricks 6x8x16	Part Material received.Remaining delivered by next week
20230719021	19-07-23	1-5	1.2 Conducting pie,junction box,meta box-6way DB TPN-III phase & tapes	Material Available Delivery by Tuesday
20230719025	19-07-23	1-5	1.2 Conducting pie,junction box,meta box-6way DB TPN-III phase & tapes	Material Available Delivery by Tuesday
20230719038	19-07-23	1	Carpet Grass	Supplier can arrange the material by Thursday
20230719066	19-07-23	1	Stainless steel	Work under process
20230722032	22-07-23	1-5	Consumables	Material Available Delivery by Monday
20230722037	22-07-23	1-5	UPVC Windows	Supplier can arrange the material by Thursday
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 Available Delivery by Tuesday
20230725011	25-07-23	1	Panel door 675x2075 4nos pending	Material Available Delivery by Tuesday
20230725050	25-07-23	1-12	Electrical copper wires 1sqm , 2.5sqmm & 4sqmm	Supplier can arrange the material by Thursday
20230729033	29-07-23	1	Reeron	Material Available Delivery by Monday
20230731028	31-07-23	1	Stationary	Material Available Delivery by Tuesday
20230731032	31-07-23	1-19	Pvc pipe,tee,clamp,vent cover,elbow & bends	Material Available Delivery by Tuesday
20230801021	01-08-23	1	Cutting blade 100mm	Supplier can arrange the material by Tuesday
20230801023	01-08-23	1	SS screws 8x32	Supplier can arrange the material by Tuesday

No. of gate passes issued this week:		From No.		3996	To No.	4000
Delivery van site visit on: 3days		28-07-23,31-07-23,02-08-23,04-08-23				
Inward report (MRN/other) & stock report emailed in pdf format to purchase?					Yes	
Items not ordered but receive						
Other corrections & remarks:						
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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	507	2400	-
2.	10mm	.617	7.404	433	3200	-
3.	12mm	.89	10.68	96	1020	-
4.	16mm	1.58	18.96	33	625	-
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	-	PPC/PSC last weeks stock
Details		Project Manager		Admin Officer/Manager		Admin Audit
Sign						
Date		05-08-2023		05-08-2023		

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