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

Company:	Silver Oak Villas	Date:	08-10-2022
Site:	Silver Oak Villas part-III	Prepared by:	K.Tulasi Rani
Report From / To	30-09-2022 to 08-10-2022 (fri to sat)	Approved by:	K Purshotham
Report Date	08-10-2022		

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#
184682	03-10-22	1-3	Macharla stone Red & Yellow & Chocolate colour	

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$
184564	01-09-22	1-6	UPVC Windows	Supplier can fix the windows by Thursday
184570	03-09-22	1-5	UPVC Windows	Supplier can fix the windows by Thursday
184571	03-09-22	1-3	Cylindrical lock & SS Hinges & magnetic door stopper	Material Available Delivered by Tuesday
184574	05-09-22	1-4	Wall & Floor tiles Malasian Brown & Jaipur panna	Part Material Received.Remaining material will delivered by Tuesday
184575	05-09-22	1-4	Wall & Floor tiles Nitco Biblios & country almond & chocolate & Rosso	Material Available Delivered by Wednesday
184577	05-09-22	1-4	Wall & Floor tiles Malaysian brown DK & LT & HL and Nitco Jaipur panna	Part Material received.Remaining material will delivered by Tuesday
184578	06-09-22	1-6	UPVC Windows	Supplier can fix the windows by Friday
184580	08-09-22	1-2	Electrical copper wire yellow colour 1sq.mmx90m and insulation tapes	Material Available Delivered by Monday
184608	12-09-22	1-8	Wall & Floor tiles Ultra sprinkle & Malasian & Jaipur panna	Part Material available Delivered by Tuesday
184617	12-09-22	1	Tiles Ispira urbanwood dark	Material available Delivered by Tuesday
184642	19-09-22	1-8	Wall & Floor tiles Malasian brown & Luna & jaipur panna	Part Material available Delivered by Wednesday
184645	23-09-22	1-13	Electrical wires	Material Available Delivered by Wednesday
184646	23-09-22	1-13	Electrical wires	Material Available Delivered by Wednesday
184657	23-09-22	1-13	Electrical wires	Material Available Delivered by Wednesday
184658	26-09-22	1	Electrical isolator 40amps	Material Available Delivered by Wednesday
184661	26-09-22	1	CPVC FTA & HDPE pipe	Material Available Delivered by Friday
184664	27-09-22	1-6	Eco drain material	Material Available Delivered by Tuesday
184666	07-10-22	1-3	Furniture & Fixtures HOB & Chimney	Material Available Delivered by Friday

184667	28-09-22	1-13	Electrical wires	Material Available Delivered by Wednesday
184668	28-09-22	1-3	Furniture & Fixtures HOB & Chimney	Material Available Delivered by Friday
184669	28-09-22	1-3	Furniture & Fixtures HOB & Chimney	Material Available Delivered by Friday
184670	28-09-22	1-3	Furniture & Fixtures HOB & Chimney	Material Available Delivered byFridayy
184675	30-09-22	1-2	Gunny bags & Sponges	Material Available Delivered by Tuesday
184679	03-10-22	1-13	Electrical wires	Material Available Delivered by Wednesday
184680	03-10-22	1-4	CP Shower arm & Shower head & Health faucet & Angle cock	Material Available Delivered by Friday
184681	03-10-22	1	CP Sanitary wash basin	Material Available Delivered by Wednesday
184683	04-10-22	1-25	CPVC material	Material Available Delivered by Wednesday
184684	04-10-22	1-25	CPVC material	Material Available Delivered by Wednesday
184685	04-10-22	1-25	CPVC material	Material Available Delivered by Wednesday

No. of gate passes issued this week:	Nill	From No.	Nill	To No.	Nill
Delivery van site visit on:1	01-10-22,03-10-22,05-10-22,07-10-22				
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	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	-	-	
2.	10mm	.617	7.404	-	-	
3.	12mm	.89	10.68	-	-	
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	45	PPC/PSC last weeks stock	53

Details	Project Manager	Admin Officer/Manager	Admin Audit
Sign			
Date	08-10-2022	08-10-2022	

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 ompleting 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 DCs / 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 MDs 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:	MHPLSOV	Date:	08-10-2022
Site:	Silver Oak Villas part-III	Prepared by:	K.Tulasi Rani
Report From / To	30-09-2022 to 08-10-2022(fri to sat)	Approved by:	K Purshotham
Report Date	08-10-2022		

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$
184270	02-08-22	1	Guard alert siren	Payment issue
185295	20-09-22	1	FRP Manhole covers	Material Availble delivered by next week
185304	27-09-22	1-3	Aluminium armored cable 4corex6sq.mm & 2corex4sq.mm and 4mm Al service wire	Material Available Delivered by Wednesday
185313	04-10-22	1	Pad Locks	Material Available Delivered by Wednesday

No. of gate passes issued this week:	Nill	From No.	Nill	To No.	Nill
Delivery van site visit on:	01-10-22,03-10-22,05-10-22,07-10-22				
Inward report (MRN/other) & stock report emailed in pdf format to purchase?	Yes				

sItems 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	300	1350	-
2.	10mm	.617	7.50	-	-	-
3.	12mm	.89	10.67	200	2134	-
4.	16mm	1.58	18.96	180	3413	-
5.	20mm	2.47	29.63	10	296	-
6.	25mm	3.86	46.30	-	-	-
7.	32mm	6.32	66.67	-	-	-
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	08-10-2022	08-10-2022	

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

Company:	Silver Oak welfare association	Date:	08-10-2022
Site:	Silver Oak Villas	Prepared by:	K.Tulasi Rani
Report From / To	30-09-2022 to 01-10-2022(fri to sat)	Approved by:	K Purshotham
Report Date	08-10-2022		

List of requisitions numbers missing in the report*:

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Req No.	Req Date	Serial no of item in Req.	Item Description	Details of discussion with supplier$
-	-	-	-	-

No. of gate passes issued this week:	Nill	From No.	Nill	To No.	Nill
Delivery van site visit on:	01-10-22,03-10-22,05-10-22,07-10-22				
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 12 mtr rod – kgs	Stock at site – no of rods	Stock at site in Kgs	Previous stock in Kgs	
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2.	10mm	.617	7.404	-	-		
3.	12mm	.89	10.68	-	-		
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	Nill	PPC/PSC last weeks stock	Nill

Details	Project Manager	Admin Officer/Manager	Admin Audit
Sign			
Date	08-10-2022	08-10-2022	

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