

Construction Division - Material Requirement – Site Report

Company:	GVRC	Date:	18-05-2024.			
Site:	Innopolis	Prepared by:	N.Sai Shivani.			
Report From / To	11-05-2024 To 17-05-2024	Approved by:	Mr.Madhu			
Report Date	18-05-2024.					
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.		
20240313009	13-03-2024.	1	Ductable split AC	Quotation to be receive.		
20240509019	09-05-2024	1	Sunflim-garware	Po not done.		
20240515022	15-05-2024	1	Red cable-2corex1.5sqmm	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		
20231118013	18-11-2023.	1	Urinals	Expected delivery after 1 week.		
20240415012	15-04-2024.	1 to 2	Restroom cubicle+Hardware,Urinal partition board +Hardware	Expected delivery after 1 month		
20240503018	03-05-2024	1	Glass door 2400mmx1000mmx2 leafs	Expected delivery after 1week.		
20240313024	13-03-2024	1	Glass doors 2400x1500x2 leafs	Expected delivery after 1 week.		
20240503020	03-05-2024	1	Glass doors2400x1100mm(fixed frame)	Expected delivery after 1 week		
20240507005	07-05-2024	1	Inverter with battery	Expected delivery on 21-05-2024.		
20240508046	08-05-2024	1	PVC foot valve 40mm	Expected delivery on 21-05-2024.		
20240508044	08-05-2024	1	Cp cockroach trap jail.	Expected delivery on 21-05-2024.		
20240508001	08-05-2024	1 to 5	Hooters ,manul call point,smoke detectors,contrl module,single loop card.	Expected delivery on 23-05-2024.		
20240517007	17-05-2024	1	Tile adhesive-myk 325	Expected delivery on 22-05-2024.		
\\No. of gate passes issued this week:		1	From No.	8734	To No.	8734
Delivery van site visit on:		11-05-2024 To 17-05-2024.				
Items not ordered but received:						
POs to be cancelled – material not required /incorrectly made:						
-						
Approved POs – part/full material received – MRN not uploaded:						
20230417046-mccb,dbvtpn-material received but dc not received.						
PO to be closed – part material received – further material not required/will be ordered by new requisition:						
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	421	1.394	1.394
2.	10mm	.617	7.404	945	7.0	8.0
3.	12mm	.89	10.68	1029	11	15
4.	16mm	1.58	18.96	2494	4.72	4.72
5.	20mm	2.47	29.64	30	8.89	8.89
6.	25mm	3.86	46.32	10	4.63	4.63

7.	32mm	6.32	75.84	25	1.896	2.275	
8.	Binding wire	-		4	100	100	
OPC stock	-	OPC last weeks stock	-	PPC/PSC stock	45	PPC/PSC last weeks stock	180
Details		Prepared by		Project Manager			
Sign		N.Sai Shivani				T.Madhu	
Date		18-05-2024.				18-05-2024.	

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.