

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

Company Site Report From / To	Silver Oak Villas part-III Silver Oak Villas part-III 10-09-2021 to 18-09-2021 (fri to sat)	Date Prepared by Approved by	18-09-2021 Ch. Pranavi K. Purshotham
Report Date	18-09-2021		

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 ⁸
183652	01-09-2021	01	Epson M20 printer	
183660	08-09-2021	1-3	Plates	
183664	14-09-2021	01	Hold fasts	

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 ²
183654	02-09-2021	01	PVC pipes 10 nos are pending.	Stock is available and will be delivered by Tuesday
183661	11-09-2021	1 to 7	CPVC pipes 7 nos are3 pending	Stock is available and will be delivered by Monday
183662	11-09-2021	01	PVC pipes 10 nos are pending.	Stock is available and will be delivered by Tuesday
183663	11-09-2021	01	PVC pipes 10 nos are pending.	Stock is available and will be delivered by Tuesday
183665	15-09-2021	1-9	Electrical conducting materials for slabs	Stock is available and will be delivered by Monday
183666	15-09-2021	1 to 10	Electrical conducting - internal material	Stock is available and will be delivered by Monday
183667	15-09-2021	1-17	PVC pipes	Stock is available and will be delivered by Tuesday

No. of gate passes issued this week: Nil / 5 From No. Nill To No. Nill

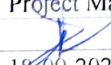
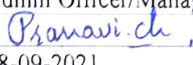
Delivery van site visit on: 11-09-2021, 13-09-2021, 15-09-2021, 17-09-2021

Inward report (MRN/other) & stock report emailed in pdf format to purchase? Yes / No

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
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	Nill	PPC/PSC last weeks stock
Details		Project Manager		Admin Officer/Manager		Admin Audit
Sign						
Date		18-09-2021		18-09-2021		

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