

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

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

Company:	Modi Realty Pocharam LLP	Date:	26.11.2022
Site:	Nilgiri Heights	Prepared by:	A.Sravani
Report From / To	19.11.2022 to 26.11.2022	Approved by:	G.vijay raj
Report Date	26.11.22		

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 ^s
182143	29.08.22	2	Z angle templates	Partly delivered . balance to be receive.
182153	03.09.22	4	Grills	Partly delivered .balance to be receive.
182180	09.09.22	1	Denver beige	Partly received .
182258	19.10.22	1	Z angle templates	Partly delivered . balance to be receive .
182264	26.10.22	6, 10 & 11	Cleaning material	Next week delivery .
182277	31.10.22	1	Starter	No stock
182288	03.11.22	1 & 2	TPN	Next week delivery .
182299	08.11.22	1 to 9	Cleaning material	Next week delivery .
182301	11.11.22	1	Granite	Next week delivery .
182310	12.11.22	1	Bamboo tadika	Next week delivery .
182312	12.11.22	1	Blinds	Next week delivery .
182313	14.11.22	1 to 3	Door frames	Next week delivery .
182314	14.11.22	1 to 3	Z angle templates	Next week delivery .

No. of gate passes issued this week: 01 From No. 6315 To No. 6315

Delivery van site visit on: 22.11.22

Inward report (MRN/other) & stock report emailed in pdf format to purchase? Yes

Items not ordered but received:

Other corrections & remarks: Nil

Details of steel & cement stock : Cement bags :

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	1582	5	9.8
2.	10mm	.617	7.404	405	4.5	6.9
3.	12mm	.89	10.68	468	0	0
4.	16mm	1.58	18.96	263	5	8.7
5.	20mm	2.47	29.64	236	5.2	9.4
6.	25mm	3.86	46.32	75	2.9	5.9
7.	32mm	6.32	75.84	0.00		
8.	Binding wire	-		1000	700	1000

OPC stock	0 bags	OPC last weeks stock	150 bags	PPC/PSC stock	150 bags	PPC/PSC last weeks stock	300 bags
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Details	Project Manager	Admin Officer/Manager	Admin Audit
Sign			
Date	26.11.22	26.11.22	

rajikumarn@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 &

draft.remarks on req. details report fromsite ver8 dt 20-08-2022