

Site Report Material Requirement.

Company:	Sharad Jayanthilal Kadakia	Date:	04.01.2025			
Site:	DP24	Prepared by:	N.Sai shivani			
Report From / To	28.12.2025 TO 03.01.2025	Approved by:	A.Suresh			
Report Date	04.01.2025					
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.		
20241223024	23-12-2024	1	Mortise lock	Po not done		
20241223023	23-12-2024	1	Salwood wooden plank	Po not done		
20241221038	21-12-2024	1	Roller blind	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		
20241223089	23-12-2024	1	Aluminium lovers	Work yet to start		
No. of gate passes issued this week: - From No. - To No. -						
Delivery van site visit on:						
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 tons	Previous weeks stock in tons
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					
OPC stock		OPC last weeks stock		PPC/PSC stock	-	PPC/PSC last weeks stock -
Details	Prepared by		Project Manager			
Sign	N.Sai Shivani		A.Suresh			
Date	04.01.2025		04.01.2025			

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 rajumarn@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 report7.

