

Site Report Material Requirement

Company:	Sharad Jayanthilal Kadakia	Date:	18.01.2025
Site:	DP24	Prepared by:	N.Sai shivani
Report From / To	11.01.2025 TO 17.01.2025	Approved by:	A.Suresh
Report Date	18.01.2025		
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
20241221038	21-12-2024	1	Roller blind
20250108043	08-01-2025	1	Monkey ladder
Coordinate with purchase /procurement and give reason for delay.			
			Po not done
			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
20241223089	23-12-2024	1	Aluminium lovers
20241223045	23-12-2024	1	Mortise lock
20241223046	23-12-2024	1	Salwood wooden plank
20250107032	07-01-2025	1	Automatic Trnasfer switch
Details of discussion with supplier & expected date of delivery			
Work yet to start			
Expected delivery on 23-01-2025			
Expected delivery on 23-01-2025			
Advice payment			
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
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		
Sign	Project Manager		
	N.Sai Shivani		
	A.Suresh		
Date	18.01.2025		
	18.01.2025		

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 rajikumarn@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.

APPROVED BY
18 JAN 2025
A. SURESH
PROJECT MANAGER