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

| 0 | | Silver | oak villas LLP | | Date: | 19.10.19 | _ |
|--|-----------|-------------------|--|---------------------------------|--|--|-------|
| | | Silver Oak Villas | | | Prepared by: | R.Sanjay Kumar | _ |
| Olle. | | | 01.04.19 to 19.10.2019 | | Approved by: | K Purshotham | _ |
| | / 10 | 19,10. | | | | | _ |
| Report Date | | 19,10. | ninging in the res | ort* | i i | | _ |
| List of requis | tions n | umbers i | (WC) not proper | d 2 worki | o days after requis | ition: | _ |
| List of requisi | tions w | nere PO | Serial no of | Iter | Description | Reason for not preparing PO/W | O# |
| Req No. | NII NII | | | item Bescription | | , | |
| | | | item in Req. | | Nil | Nil | |
| Nil Nil | | NII | NII | and itams have not been receive | | ved at site beyond the lead time: | |
| List of requisi | tions w | here PO | /WO is prepared | and items | nave not been recei | Details of discussion with suppl | ier |
| 100 E 1 | Req Date | | Serial no of | Item Description | | Details of discussion with a pr | |
| | | | item in Req. | | | Supplier is arranging for material | ial |
| 67677 | 22.0 | 03.19 | 1 | Lift | | Supplier is arranging for mace. | _ |
| | T. | | | | | Supplier is arranging for mater | ial |
| Req No. 67677 67921 67922 155029 155033 155036 No. of gate pass Delivery van si Inward report (purchase? DC register SI. (tems not order (tems sent to H) Other correction Details Sign Date | 01. | 08.19 | 1 to 7 | Sliding window | | Supplier is alranging for mater | Iui |
| | | | Inspect | | | G I'm in the property of the most or | |
| 67922 | 01.08.19 | | 1 & 2 | Openable windows | | Supplier is arranging for mater | lai |
| PART IN | e e | (h) | to which the | | A Transfer | | |
| 155029 | 28.09.19 | | 4 to 9 | Washers & J Bolts | | Supplier is arranging for mater | ıal |
| | 170 | | Part . | | | The state of the s | |
| 155033 | 28.09.19 | | 1 to 6 | Sanitary material | | Supplier is arranging for mater | ial |
| | | | | | | The state of the s | 1 |
| 155036 | 28.09.19 | | 3 & 4 | RCC Man holes & Cover | | Supplier is arranging for mater | ial |
| | 20. | 07.17 | PERMIT. | 194. NO MAJORI 97. 3 | | | _ |
| Vo. of gate na | ccec icc | ued this | week | 1 | From No. | 7739 To No. 7739 | , |
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| tems not orde | red but | received | i: policina | er God St | Nil " | WANTED THE WATER OF THE STREET | E. |
| tems sent to I | IO /ven | dor that | are pending for | | negation also believe the | | |
| Other correction | ons & r | emarks: | Nil | Corner pas | The state of the s | The same of the sa | |
| Miller | ii. | | 7.77 W. C. C. | | Charles III allows The | | 12.4 |
| Details | | 1 | Project)Manager | | and the state of t | 100 | - |
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| Control of the Contro | | | 18.10. | | CAO II | - 1 9 - | |
| tes: 1 * Send | | C 41 | | | 12-10 | - 1 4 Million 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 | |

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaiva@modiproperties.com and raikumarn@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 this report within one week. 10. Follow up for WO is the responsibility of engineers at site – purchase to write 'NA' in reply to this report. 11. Admin officers/managers must call all suppliers on a daily basis for follow-up – DO NOT CALL PURCHASE!