

Construction Division - Material Requirement – Site Report

Company:	M C Modi Educational Trust	Date:	01-03-2025
Site:	MCMET	Prepared by:	NIHARIKA
Report From / To	22-02-2025 to 28-02-2025	Approved by:	SARWAR
Report Date	01-03-2025		

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.
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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
20250226001	26-02-2025	1	Tools -Cutting Blades	Monday will Receive the material at site 03-03-2025
20250226007	26-02-2025	1	MISC -Water Proofing works	Tomorrow will start the work 02-03-2025
20250225004	25-02-2025	1	Equipment MISC - HV Cable for transformer	Advance payment not done
20250201037	01-02-2024	1	Electrical Transformer	With in 4 -5 Weeks will Delivery
20250204002	04-02-2024	1	Buliding material Cable Trench -RCC U shape	Arranging Vechile
20241218011	19-12-2024	1	Electrical -HT Supply Work material -LS	Work order
20241216034	16-12-2024	1	Electrical -HT Supply Work material -LS	Work order
20240924007	24-11-2024	1	Equipment -Lift	Work under progress

No. of gate passes issued this week:		From No.		To No.	
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Delivery van site visit on:

Items not ordered but received: NILL

POs to be cancelled-material not required/incorrectly made:

Approved POs – part/full material received – MRN not uploaded: NILL

PO to be closed – part material received – further material not required/will be ordered by new requisition:

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	180	854	854	
2.	10mm	.617	7.404	5	38	38	
3.	12mm	.89	10.68	67	716	716	
4.	16mm	1.58	18.96	0.00	0.00	0.00	
5.	20mm	2.47	29.64	0.00	0.00	0.00	
6.	25mm	3.86	46.32	0.00	0.00	0.00	
7.	32mm	6.32	75.84	0.00	0.00	0.00	
8.	Binding wire	-		0.00	0.00	0.00	
OPC stock	NILL	OPC last weeks stock	NILL	PPC/PSC stock	20	PPC/PSC last weeks stock	NILL
Details	Prepared by			Project Manager			
Sign	NIHARIKA			SARWAR			
Date	01-03-2025			01-03-2025			

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 audit@modiproperties.com on every Saturday. 3. PM shall not leave the site without sending this

