

**Construction Division - Material Requirement – Site Report**

|                                                                                                              |                            |                          |                                                             |                                                                  |                       |                              |     |
|--------------------------------------------------------------------------------------------------------------|----------------------------|--------------------------|-------------------------------------------------------------|------------------------------------------------------------------|-----------------------|------------------------------|-----|
| Company:                                                                                                     | M C Modi Educational Trust | Date:                    | 10-05-2025                                                  |                                                                  |                       |                              |     |
| Site:                                                                                                        | MCMET                      | Prepared by:             | NIHARIKA                                                    |                                                                  |                       |                              |     |
| Report From / To                                                                                             | 01-05-2025 to 09-05-2025   | Approved by:             | SARWAR                                                      |                                                                  |                       |                              |     |
| Report Date                                                                                                  | 10-05-2025                 |                          |                                                             |                                                                  |                       |                              |     |
| 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. |                       |                              |     |
| 20250418015                                                                                                  | 18-04-2025                 | 1                        | Door -Fire Rated Door                                       | Po opened waiting for submit                                     |                       |                              |     |
| 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  |                       |                              |     |
| 20250417014                                                                                                  | 17-04-2025                 | 1                        | Electrical panel -LT                                        | 2 & 3 weeks to delivery material                                 |                       |                              |     |
| 20250414013                                                                                                  | 14-04-2025                 | 1                        | Civil -construction                                         | Work order                                                       |                       |                              |     |
| 20250414012                                                                                                  | 14-04-2025                 | 1                        | Civil -Constructions                                        | Work order                                                       |                       |                              |     |
| 20250414014                                                                                                  | 14-04-2025                 | 1 & 2                    | 1. Misc- Repairing charges<br>2. Misc -Civil Finishing work | Work order                                                       |                       |                              |     |
| 20241218011                                                                                                  | 19-12-2024                 | 1                        | Electrical -HT Supply<br>Work material -LS                  | Work order                                                       |                       |                              |     |
| 20241216034                                                                                                  | 16-12-2024                 | 1                        | Electrical -HT Supply<br>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.                                                           |                       |                              |     |
|                                                                                                              |                            |                          |                                                             |                                                                  |                       |                              |     |
| Delivery van site visit on:05-05-2025,07-05-2025,09-05-2025                                                  |                            |                          |                                                             |                                                                  |                       |                              |     |
| 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                                                    | 100                   | PPC/PSC last weeks stock     | 187 |
| Details                                                                                                      |                            | Prepared by              |                                                             | Project Manager                                                  |                       |                              |     |
| Sign                                                                                                         |                            | NIHARIKA                 |                                                             | SARWAR                                                           |                       |                              |     |
| Date                                                                                                         |                            | 10-05-2025               |                                                             | 10-05-2025                                                       |                       |                              |     |

**APPROVED BY**  
**10 APR 2025**  
 SYED GOLAM SARWAR  
 ASST. PROJECT MANAGER  
 BRGV PVT. LTD.  
