Construction Division - Material Requirement – Site Report

Company:	MHPL SOV	Date:	26-07-25
Site:	SOV-III	Prepared by:	K.Tulasi Rani
Report From / To	18-07-25 to 26-07-25 (Friday to Saturday)	Approved by:	K.Purshotham
Report Date	26-07-25		

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.
20250704019	04-07-25	1	Peripherals Hub Rack	
20250707016	07-07-25	1-2	Water level Indicator & Hub rack	
20250709001	09-07-25	1-2	Water level Indicator & Hub rack	

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
20250704021	04-07-25	1	Water Indicator	Supplier will arrange the material by next week
20250705002	05-07-25	1	Safety Pad locks 6 lever	Supplier will arrange the material by next week
20250717001	17-07-25	1	Router D-Link	Material available delivery by Monday
20250721001	21-07-25	1	Coconut Broom	Material available delivery by Monday
20250721025	21-07-25	1	Sanitary CP-SS Sink	Material available delivery by Monday
20250723019	23-07-25	1-3	Bombay Brooms & door mats	Material available delivery by Monday
20250723016	23-07-25	1	PPC Cement	Material available delivery by Wednesday
20252724012	24-07-25	1-17	Electrical Switches,sockets,m-plates &MCB isolator	Material available delivery by Monday
20250724002	24-07-25	1	MS Grill 2x2	Material available delivery by Monday
20250724003	24-07-25	1	UPVC ventilator 2x2	Supplier will arrange the material by next week
20250724017	24-07-25	1	Consumables Scrubber	Material available delivery by Monday
20250724011	24-07-25	1	Tan brown Granite	Material available delivery by Wednesday

No. of gate passes issued this week:		From No.		To No.	
Delivery van site visit on:	20-07-25 & 25-07-25				

Items not ordered but received:

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

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

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	0.00	0.00	0.00
2.	10mm	.617	7.404	0.00	0.00	0.00
3.	12mm	.89	10.68	0.00	0.00	0.00
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

OPC stock		OPC last weeks stock	-	PPC/PSC stock	15	PPC/PSC last weeks stock	35

Details	Prepared by	Project Manager	
Sign			
Date	26-07-25	26-07-25	

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 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 report.