

Construction Division - Material Requirement – Site Report

Company:	Modi Housing pvt ltd -Trading	Date:	05-09-2025
Site:	MHTR@GV	Prepared by:	NIHARIKA
Report From / To	30-08-2025 to 05-09-2025	Approved by:	B.Praveen
Report Date	05-09-2025		
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
20250902017	02-09-2025	1	Sanitary Items
			Coordinate with purchase /procurement and give reason for delay.
			Po opened awaiting for submit
List of requisitions where PO/WO is prepared and items have not been received at site beyond the lead time:			
20250804007	04-08-2025	1	HVAC -Rubber bellow
			Material is ready with supplier ,Drivers are not available
20250820024	23-08-2025	1	Fire & safety material
			Material is ready with supplier ,Drivers are not available
No. of gate passes issued this week:		From No.	To No.
Delivery van site visit on:			
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
			Stock as per M-codex in 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	-Bundles	105
			2625
			1050
1050			1050
OPC stock	NILL	OPC last weeks stock	NILL
			PPC/PSC stock
			NILL
			PPC/PSC last weeks stock
			NILL
Details	Prepared by		Project Manager
Sign	P.Niharika		B.Praveen
Date			

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.