

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

Company:	MHPL SOV	Date:	01-11-25
Site:	SOV-III	Prepared by:	K.Tulasi Rani
Report From / To	24-10-25 to 01-11-25 (Friday to Saturday)	Approved by:	K.Purshotham
Report Date	01-11-25		

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.
20250704029	04-07-25	1	Hub racks	Online purchase
20250709001	09-07-25	1	Hub racks	Online purchase
20250929042	29-09-25	1	Octogonal GI Pole	Open PO

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
20250903022	03-09-25	1	Cement	Part received.Remaining will collect as per site requirement
20250929002	29-09-25	1	Silver Oak trees	Supplier will arrange the material by Tuesday
20251029013	29-10-25	1	Tan brown granite	Material available delivery by Tuesday
20251029014	29-10-25	1	CP SS Sink	Material available delivery by Tuesday

No. of gate passes issued this week:

From No.

Nil

To No.

Nil

Delivery van site visit on:

29-10-25,31-10-25

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	For 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	0.00	0.00	0.00	0.00
2.	10mm	.617	7.404	0.00	0.00	0.00	0.00
3.	12mm	.89	10.68	0.00	0.00	0.00	0.00
4.	16mm	1.58	18.96	0.00	0.00	0.00	0.00
5.	20mm	2.47	29.64	0.00	0.00	0.00	0.00
6.	25mm	3.86	46.32	0.00	0.00	0.00	0.00
7.	32mm	6.32	75.84	0.00	0.00	0.00	0.00
8.	Binding wire	-		0.00	0.00	0.00	0.00
OPC stock		OPC last weeks stock		PPC/PSC stock	32	PPC/PSC last weeks stock	10
Details		Prepared by		Project Manager			
Sign							
Date		01-11-25		01-11-25			

Notes: 1. For missing SKUs send email to [procurement@modiproperties.in](mailto:procurement@modiproperties.in) and post on purchase construction viber group. 2. Send this report to [purchase@modiproperties.com](mailto:purchase@modiproperties.com), [janaki@modiproperties.com](mailto:janaki@modiproperties.com) and [audit@modiproperties.com](mailto: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.