

Construction Division - Material Requirement – Site Report

Company:	DTPL	Date:	22-11-25
Site:	HVRD	Prepared by:	K.Tulasi Rani
Report From / To	16-11-25 to 22-11-25(Friday to Saturday)	Approved by:	K.Purshotham
Report Date	22-11-25		
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.
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
20250821014	13-08-25	1	Equipment Amc
20250821015	14-08-25	1	Misc repairing charges
			Put on Hold
			Put on Hold
No. of gate passes issued this week:		From No.	Nil
Delivery van site visit on:		To No.	Nil
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	-	0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
OPC stock		OPC last weeks stock	PPC/PSC stock
			2
			PPC/PSC last weeks stock
			2
Details	Prepared by		Project Manager
Sign			
Date	22-11-25		22-11-25

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.