

Construction Division - Material Requirement – Site Report

Company:	Modi Gy Ventures LLP	Date:	03-01-2026
Site:	VIVOPOLIS	Prepared by:	A.Suresh
Report From / To	02-12-2025 to 02-01-2026	Approved by:	
Report Date	03-01-2026		

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.
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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
20251229023	29-12-2025	01	Fescue Gross	Supplier delivered the material on Monday 05-01-2026
20251231018	31-12-2025	01	MYK Laticrete	MHTR Stores Collecting the material from 05-01-2026
20251226009	29-12-2025	01	Black Granite	Supplier delivered the material on Monday 05-01-2026

No. of gate passes issued this week:

Delivery van site visit on: 29-12-2025

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	-					
OPC stock		OPC last weeks stock		PPC/PSC stock		PPC/PSC last weeks stock	8
Details	Prepared by		Project Manager				
Sign							
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.