

Construction Division - Material Requirement – Site Report

Company:	Modi Gv Ventures LLP	Date:	10-01-2026
Site:	VIVOPOLIS	Prepared by:	A.Suresh
Report From / To	10-12-2025 to 09-01-2026	Approved by:	
Report Date	10-01-2026		

List of items that require SKU:

List of requisitions where PO/WO not prepared after 3 working days of requisition:

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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 12-01-2026
20251231018	31-12-2025	01	MYK Laticrete	MHTR Stores Collecting the material from 12-01-2026

No. of gate passes issued this week: _____ From No. _____ Nil _____ To No. _____ Nil _____

Delivery van site visit op: 8-01-2026

Items not ordered but received:

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

Approved PQs – part/full mat

PQ to be closed – part material

TO be closed – part material received – further material not received

Other corrections & remarks:

Details of steel & cement stock

Sl. No | For size

					stock in tons	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.

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