

Construction Division - Material Requirement – Site Report

Company:	M C Modi Educational Trust	Date:	21-02-2026
Site:	MCMET	Prepared by:	S.Shravya
Report From / To	15-02-26 to 21-02-26	Approved by:	Sai K umar
Report Date	21-02-2026		

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.
20260219030	19-02-26	1 to 3	MS J bolts,Octogonal GI poles ring-900mm,octogonal GI poles-6000mm	PO not done
20260219036	19-02-26	1 to 4	Street light arm,octagonal-GI pole side arm,pole-6000mm,pole ring	PO not done
20260219016	19-02-26	1	MS Gazette plate-150x150x8mm	PO not done

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
20260203028	03-02-26	1	HVRC Air Handling unit	Arranging of material
20260203026	03-02-26	1	VRV AC System	Work under progress
20260218001	19-02-26	1	Cable tray-300x2500mm	
20260217003	17-02-26	1 to 7	Air freshner, cloth, colin, dish wash	Delivery by 23-02-26
20260213019	14-02-26	1 to 3	Copper wire-black,yellow,green gloster-1sqmmx90mts	As per site requirement
20260213017	14-02-26	1 to 3	Coper wire-gloster black,red-2.5sqmm & green-1sqmmx90mts	As per site requirement
20260213004	14-02-26	1 to 6	Copper wire gloster-black,yellow,green-2.5 sqmm,green-1sqmm,black-4 sqmm	As per site requirement
20260213027	18-02-26	1	PVC Conduit pipe-25 mm	Delivery by 23-02-26
20260213010	13-02-26	1	Welding rod	Part material received
20260212002	13-02-26	1	SS Hydrant valve-63mm	Part material received
20251223021	28-01-26	1	Pump stater panel	Delivery by 24-02-26
20260211018	12-02-26	1	Welding rod	Delivery by 23-02-26

No. of gate passes issued this week:

Delivery van site visit on:

No	From No.	To No.
----	----------	--------

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	510	2.420	0.00	0.00
2.	10mm	.617	7.404	363	2.690	0.00	0.00
3.	12mm	.89	10.68	46	0.500	0.00	0.00
4.	16mm	1.58	18.96	26	0.500	0.00	0.00
5.	20mm	2.47	29.64	16	0.500	0.00	0.00
6.	25mm	3.86	46.32	10	0.500	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	25	PPC/PSC last weeks stock	10
Details	Prepared by			Project Manager			
Sign	S.Shravya			Sai kumar		PSJ	
Date	21-02-2026			21-02-2026			

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.