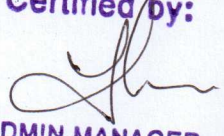


Remarks from site on the 'Requisition by Site Report' of purchase division

Company:	Mehta & Modi Realty kowkur LLP		Date:	20-12-19	
Site:	GHT		Prepared by:	M Mahesh	
Report From / To	13-12-19 to 20-12-19		Approved by:	A.SURESH	
Report Date	20-12-19				
List of requisitions numbers missing in the report* :					
List of requisitions where PO/WO not prepared 3 working days after requisition:					
Req No.	Req Date	Serial no of item in Req.	Item Description	Reason for not preparing PO/WO [#]	
140034	20.09.19	1	Two wheeler	Estimate to be prepared by admin	
140111	19-11-19	1-2	Flute board	Promotions to follow up	
140121	04-12-19	1-2	Macherla stone	PO not issued	
List of requisitions where PO/WO is prepared and items have not been received at site beyond the lead time:					
Req No.	Req Date	Serial no of item in Req.	Item Description	Details of discussion with supplier ^s	
140030	13.09.19	1	Cement	Po no: 61543, 110 bags are pending. We will get material later on site stock finish .	
140040	25.09.19	1	Generator	Po no:62006, supplier is going to deliver in this week	
140102	03.11.19	1	Foam board for municipal plans	This week we are going to get it from supplier	
140107	16-11-19	1-2	MS round pipe	PO no, 63231, shah traders supplier is going to deliver on Monday or Tuesday . informed to selva	
140110	18-11-19	1-2	Green hose pipe	PO no 63292 , informed selva to pick it up from supplier	
140122	03-12-19	1	Shabad stone	PO no 63736	
140125	04-12-19	1-5	Children's playing equipments in park	63832 till date it is in estimation , Po is not approved ny MD.Sir	
140128	04-12-19	1	Landline phone	PO not issued	
140131	10-12-19	1	Printer cartridge bottles	PO no 63923 we will get it from SSSLP	
140132	10-12-19	1-10	Office stationery	PO no 63926 we will get it from SSSLP	
140133	10-12-19	1-4	Office stationery	PO no 63927 we will get it from SSSLP	
140134	10-12-19	1-10	Housekeeping material	PO no 63924 we will get it from SSSLP	
140135	10-12-19	1-5	Housekeeping material	PO no 63925 we will get it from SSSLP	
140136	17-12-19	1-10	CPVC material	PO no 64088 we will get it from Praful sanitary	
140137	17-12-19	1-4	Sprit level tapes	PO no 64129 we will get it from SSSLP	
140138	17-12-19	1	Carbon paper	PO no 64126 we will get it from SSSLP	
140139	18-12-19	1-4	Park - plants	PO no 64162 informed radha Krishna	
No. of gate passes issued this week:		0	From No.	Nil	To No. Nil
Delivery van site visit on:		Didn't came this week.			
Inward report (MRN/other) & stock report emailed in pdf format to purchase?				Yes	
DC register Sl. No. during the week	From No.	10180	To No.	10205	
Items not ordered but received: NIL					
Items sent to HO /vendor that are pending for repair: NIL					
Details	Project Manager	Admin Officer/Manager		Admin Audit	
Sign					
Date	20-12-19				

Certified by:

ADMIN MANAGER
MEHTA & MODI REALTY KOWKUR LLP.