

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

|                  |                     |              |             |
|------------------|---------------------|--------------|-------------|
| Company:         | Nilgiri Estates     | Date:        | 27.04.18    |
| Site:            | Nilgiri Estate      | Prepared by: | M.MAHESH    |
| Report From / To | 16.12.17 to 27.4.18 | Approved by: | Madhusudhan |
| Report Date      | 27.04.18            |              |             |

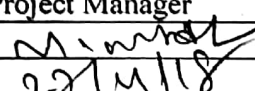
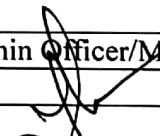
List of requisitions numbers missing in the report :

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

| Req No. | Req Date |     | Item Description                            | Reason for not preparing PO/WO# |
|---------|----------|-----|---------------------------------------------|---------------------------------|
| 71131   | 10.04.18 | 1-2 | Ironside oak (green laminate) flase sealing | Estimate to MD                  |
| 71214   | 05.04.18 | 1-4 | Granite                                     | Estimate to MD                  |
| 71254   | 19.04.18 | 1-2 | MS Gate material                            | Restimate to be prepare         |
| 71255   | 19.04.18 | 1-2 | MS Gate material                            | Restimate to be prepare         |
| 71256   | 19.04.18 | 1-2 | MS Gate material                            | Restimate to be prepare         |

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                                         |
|---------|----------|---------------------------|---------------------------------------------|-----------------------------------------------------------------------------|
| 71053   | 27.12.17 | 1                         | 12mm toughen glass with door & Hardware     | Received 6 nos of glass door instead of 10 nos . here 4 nos have been fixed |
| 71141   | 27.2.18  | 1 to 5                    | Door frame                                  | Making work going on, deliver on wednesday                                  |
| 71148   | 6.3.18   | 1                         | Aquatech machine with fittings              | Purchase Asst have pick the material from supplier                          |
| 71158   | 9.3.18   | 2                         | SWR 3" pipe                                 | PO no - 49203 No stock with supplier                                        |
|         |          | 12                        | SWR pipe 4"                                 | PO no - 49203 No stock with supplier                                        |
| 71175   | 21.3.18  | 1,2                       | Gate light                                  | Delivery on monday                                                          |
| 71177   | 23.3.18  | 1 to 9                    | General material                            | Delivery on monday                                                          |
| 71181   | 27.3.18  | 1 to 4                    | Steel gray granite                          | Delivery after wednesday                                                    |
| 71184   | 27.3.18  | 1 to 4                    | MS Sq Pipe                                  | Delivery on monday                                                          |
| 71185   | 27.3.18  | 1 to 4                    | MS Sq Pipe                                  | Delivery on monday                                                          |
| 71189   | 29.3.18  | 1 to 9                    | Panel doors                                 | Part material is balance                                                    |
| 71190   | 29.3.18  | 1 to 4                    | MS Hinges 8"                                | Ready with supplier                                                         |
| 71194   | 30.3.18  | 1 to 4                    | Auto flash urinals<br>Counter top washbasin | PO is not made for this material                                            |
| 71204   | 3.4.18   | 1 to 4                    | Machinery screws                            | Supplier is having , purchase asst have to pick the material                |
| 71206   | 3.4.18   | 1 to 3                    | PVC water tanks                             | Material Is not available with SSSLP                                        |
| 71210   | 05.04.18 | 1                         | Vitrified tiles                             | Out of 1480 boxes we received 912 tiles boxes received remaining is pending |
| 71211   | 05.04.18 | 1-2                       | New pattern A-Slab Bazar tiles              | Supplier is planning to send after a week                                   |
| 71212   | 05.04.18 | 1-2                       | New pattern A-Sandy brown tiles             | Supplier is planning to send after a week                                   |
| 71214   | 06.04.18 | 1-4                       | Steel gray Granite                          | SSLLP                                                                       |
| 71217   | 06.04.18 | 1-2                       | Fury brown tiles                            | Planning to get from SSSLP according to transport                           |
| 71218   | 07.04.18 | 1                         | Fury brown tiles                            | Planning to get from SSSLP according to transport                           |

|                                                                             |                                                                                     |       |                                                                                      |                                                       |
|-----------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------|--------------------------------------------------------------------------------------|-------------------------------------------------------|
| 71231                                                                       | 10.04.18                                                                            | 1-2   | Ironsides oak (green laminate) flase sealing                                         | Catlog and others brands estimate to MD               |
| 71235                                                                       | 11.04.18                                                                            | 10    | Registers                                                                            | No stock at SSLLP                                     |
| 71240                                                                       | 13-04-18                                                                            | 1-10  | CPVC material                                                                        | Supplier is asking to arrange transport               |
| 71241                                                                       | 13-04-18                                                                            | 1-2   | CPVC material                                                                        | Supplier is asking to arrange transport               |
| 71243                                                                       | 13-04-18                                                                            | 1     | L angle patti                                                                        | Supplier is asking to arrange transport               |
| 71244                                                                       | 13-04-18                                                                            | 1     | Starters                                                                             | Supplier is asking to come purchase Asst to collect . |
| 71247                                                                       | 14.04.18                                                                            | 2-4,6 | Panel doors                                                                          | No stock at SSLLP                                     |
| 71248                                                                       | 14.04.18                                                                            | 1-2   | Hexa parking tiles                                                                   | Draft to be prepare                                   |
| 71249                                                                       | 14.04.18                                                                            | 1     | SS sinks                                                                             | No stock at SSLLP                                     |
| 71252                                                                       | 19.04.18                                                                            | 1-35  | CPVC material                                                                        | SSLLP                                                 |
| 71254                                                                       | 19.04.18                                                                            | 1-2   | MS Gate material                                                                     | Restimate to be prepare                               |
| 71255                                                                       | 19.04.18                                                                            | 1-2   | MS Gate material                                                                     | Restimate to be prepare                               |
| 71256                                                                       | 19.04.18                                                                            | 1-2   | MS Gate material                                                                     | Restimate to be prepare                               |
| 71257                                                                       | 20.04.18                                                                            | 1-8   | Sanitary material                                                                    | SSLLP                                                 |
| 71258                                                                       | 20.04.18                                                                            | 1-17  | Cp material                                                                          | SSLLP                                                 |
| No. of gate passes issued this week:                                        |                                                                                     |       | nil                                                                                  | From No. nil To No. nil                               |
| Delivery van site visit on:                                                 |                                                                                     |       |                                                                                      |                                                       |
| Inward report (MRN/other) & stock report emailed in pdf format to purchase? |                                                                                     |       |                                                                                      | Yes / No                                              |
| Items not ordered but received:                                             |                                                                                     |       |                                                                                      |                                                       |
| Other corrections & remarks:                                                |                                                                                     |       |                                                                                      |                                                       |
| Details                                                                     | Project Manager                                                                     |       | Admin Officer/Manager                                                                | Admin Audit                                           |
| Sign                                                                        |  |       |  |                                                       |
| Date                                                                        | 22/4/18                                                                             |       |                                                                                      |                                                       |

Notes: 1. \* Send a copy of the missing requisitions to Purchase immediately/ 2. Send this report to [purchase@modiproperties.com](mailto:purchase@modiproperties.com), [ashaiya@modiproperties.com](mailto:ashaiya@modiproperties.com) and [rajumarn@modiproperties.com](mailto:rajumarn@modiproperties.com) on every Saturday. 3. Admin offices shall not leave the site without completing this report. 4. Ensure that inward numbers are written on the Requisitions, clearly showing the items not received on a daily basis. 5. Mention PO & MRN no. on DCs / bills. 6. Report to be signed by Admin manager & Project manager at site and filed at site. 7. #Suggested remarks - For technical details from site, For negotiations/quotations, Local purchase, For MDs approval/input, 8. \$ Suggested remarks - Ready with supplier, Supplier not contacted, Supplier not reachable, Material in transit, WO - under fabrication, WO - material for fabrication not received, WO - material received fabrication not started, Delivery van delay, Delay by purchase assistant, Supplier arranging for material, 9. Purchase to send reply to this report within one week. 10. Follow up for WO is the responsibility of engineers at site - purchase to write 'NA' in reply to this report. 11. Admin officers/managers must call all suppliers on a daily basis for follow-up - DO NOT CALL PURCHASE!