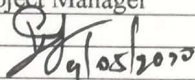
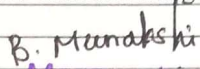


Remarks from site on the 'Requisition by Site Report' of purchase division

Company:	Silver oak villas LLP		Date:	09.05.2020
Site:	Silver Oak Villas		Prepared by:	B.Meenakshi
Report From / To	01.05.20 to 07.05.20 (Fri to Sat)		Approved by:	K Purshotham
Report Date	09.05.2020			
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#
155198	21.11.19	1	Diesel Barrel	
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
155357	27.01.2020	1 to 3	Bathroom Tiles	Supplier is arranging for material
155399	07.02.2020	1 to 12	Electrical wires 1/18 black 4 bundles balance	Supplier is arranging for material
155409	08.02.2020	1	Vertified tiles 80% balance	Supplier is arranging for material
155417	13.02.2020	1 and 2	Bottle green kerb sheets	Supplier is arranging for material
155418	13.02.2020	1	Korean carpet grass	Supplier is arranging for material
155426	14.02.2020	9 to 16	CP Material 10% balance	Supplier is arranging for material
155445	20.02.2020	1 to 17	CPVC 25 % matrial balance	Supplier is arranging for material
155556	24.02.2020	1 to 6	SS Number plate for villas	Supplier is arranging for material
155568	28.02.2020	1 to 9	Panel doors	Supplier is arranging for material
155586	05.03.2020	6	Janta paste balance	Supplier is arranging for material
155588	05.03.20	1 to 9	SS cylindrical lock 80 nos balance	Supplier is arranging for material
155590	06.03.20	1 to 29	FP Isolater 6 nos balance	Supplier is arranging for material
155591	06.03.20	1 to 12	Electrical wire 20% balance	Supplier is arranging for material
155596	07.03.20	1 to 8	Haksaw blades balance	Supplier is arranging for material
155597	11.03.20	1 to 14	Canto almond tiles balance	Supplier is arranging for material
155598	13.03.20	1 to 2	Wall hanging lights with LED bulbs balance	Supplier is arranging for material
155599	12.03.20	1 to12	Open well submersible pump	Supplier is arranging for material
155601	12.03.20	1 to 5	Brass MTEE and NRV balance	Supplier is arranging for material
155602	14.03.20	1 to 3	NIREM plants balance	Supplier is arranging for material
155603	14.03.20	1	Pen Drives balance	Supplier is arranging for material
155606	16.03.20	1 to 13	Electrical wires	Supplier is arranging for material
155607	16.03.20	1 to 12	Borewell submersible	Supplier is arranging for material
155609	16.03.20	6 and 11	Piller cock and extension nippile balance	Supplier is arranging for material
155610	17.3.20	1 to 2	Indian comode and indian flush tank pending	Supplier is arranging for material
155617	18.03.20	1 to 2	HDPE pipe pending	Supplier is arranging for material
155624	20.3.20	1	GI U type clamp pending	Supplier is arranging for material
155625	20.3.20	1 to 2	Roff stone adhesive chemical balance	Supplier is arranging for material
155631	21.3.20	1 to 7	GI materail balance	Supplier is arranging for material
155636	17.4.20	1	CPVC elbows 10% balance	Supplier is arranging for material

155644	24.4.20	8 to 9	Electrical materail FP iso laterbalance balance	Supplier is arranging for material		
155645	24.4.20	1	Panel door 10% balance	Supplier is arranging for material		
No. of gate passes issued this week:			2	From No.	13665	To No. 13666
Delivery van site visit on:						
Inward report (MRN/other) & stock report emailed in pdf format to purchase?					Yes / No	
DC register Sl. No. during the week			From No.	12814	To No.	12846
Items not ordered but received:			Nil			
Items sent to HO /vendor that are pending for repair:						
Other corrections & remarks: Nil						
Details		Project Manager		Admin Officer/Manager		Admin Audit
Sign						
Date		9/05/2020		B. Menakshi		

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaiya@modiproperties.com and rajkumarn@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!