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

Company: Villa Orchids Prepared by: S.SHARVANI											
Site Villa Orchids Prepared by: S.SHARVANI	Company:		Vi	lla Orci	hids LI	_P	Date:		23.05	.2020	
Report Date	Site: Villa Or			rchids		Prepared by:					
List of requisitions numbers missing in the report*:63317,63319&63320 Req No. Req Date Serial no of item in Req. 63325 19.05.2020 1 Electrical Sent to MD's approval 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. 63325 Serial no of item in Req. 63326 Serial no of item in Req. 63289 02.05.20 1-4 Masks PO No. 66984 Ready with supplier 63302 05.05.20 2 Al windows PO No. 67234 Ready with supplier 63303 05.05.20 1-4 Al windows PO No. 67236 Ready with supplier 63305 11.05.20 1-6 MS grills PO No. 67060 Ready with supplier 63308 12.05.20 2.35,6&7 Nitco tiles PO No. 67112 Ready with supplier 63310 12.05.20 1-2 MS ladder PO No. 67214 Ready with supplier 63313 13.05.20 1-2 Black granite PO No. 67214 Ready with supplier 63314 13.05.20 1-2 Tiles grout PO No. 67137 Ready with supplier 63312 19.05.20 1 Concreled tank PO No. 67137 Ready with supplier 63322 19.05.20 1 Syntex tank PO No. 67137 Ready with supplier 63322 19.05.20 1 Syntex tank PO No. 67290 Ready with supplier 63322 19.05.20 1 Syntex tank PO No. 67290 Ready with supplier 63322 19.05.20 1 Syntex tank PO No. 67290 Ready with supplier 70 No. Delivery van site visit on: 3 days in week i.e.18.05.2020,20.05.2020,23.05.2020 Inward report (MRN/other) & stock report emailed in pdf format to purchase? Yes DC register SI. No. during the week Potals Project Markager Admin Audit	Report From / 17.05 To		17.05.	5.2020 to 23.05.2020							
Control of requisitions where PO/WO not prepared 3 working days after requisition: Req No. Req Date Serial no of item in Req.	Report Date 23.05 2020				2020				,		
Serial no of item in Req. Serial no of	List of requ	uisitions	number	s missi	ng in th	пе герог	:63317.63319&6	53320	l		
Req No. Req Date Serial no of item in Req.	List of requ	uisitions	where I	PO/WO	not pr	epared	3 working days af	ter requisition:			
Control Cont	Req No.	Rec	Date	Seri	al no	Ite	m Description				
Req. Sent to MD's approval			•			John Description		in the most proparating 1 of the			
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						l					
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Req No. Req Date Serial no of item in Req. Serial	List of requ	isitions	where F	PO/WO	is prep	pared an	d items have not h	een received at	site beyond the	lead time:	
Sign Second Sec	Req No.	Req	Date	Serial no of		Item Description		Details of discussion with supplier\$			
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Control Cont				Re	q.						
O5.05.20			2.05.20 1-4			Masks		PO No. 66984 Ready with supplier			
Al windows PO No. 67236 Ready with supplier				2		Al windows					
1.05.20						Al windows					
12.05.20						MS gr	ills				
Contry series PO No.67274 Ready with supplier					6&7	Nitco tiles					
63310 12.05.20 1-2 MS ladder PO No. 67104 Ready with supplier 63313 13.05.20 1-2 Black granite PO No. 67251 Ready with supplier 63314 13.05.20 1-2 Tiles grout PO No. 67143 Ready with supplier 63315 14.05.20 1 Masks PO No.67137 Ready with supplier 63321 19.05.20 1 Conceled tank PO No.67311 Ready with supplier 63322 19.05.20 1 Syntex tank PO No.67295 Ready with supplier 63323 19.05.20 1 CPVC pipe PO No.67290 Ready with supplier No. of gate passes issued this week: 0 From No. To No. Delivery van site visit on: 3 days in week i.e. 18.05.2020,20.05.2020,23.05.2020 Inward report (MRN/other) & stock report emailed in pdf format to purchase? Yes DC register Sl. No. during the week Items not ordered but received: NIL Items sent to HO /vendor that are pending for repair: NIL						Contry series					
Black granite PO No. 67251 Ready with supplier						MS ladder					
Sign Po No. 67143 Ready with supplier											
Masks PO No.67137 Ready with supplier				1-2	2						
Conceled tank PO No.67311 Ready with supplier								PO No.67137	PO No.67137 Ready with supplier		
Syntex tank PO No.67295 Ready with supplier								PO No.67311	O No.67311 Ready with supplier		
No. of gate passes issued this week: No. of gate passes issued this week: O From No. Delivery van site visit on: Inward report (MRN/other) & stock report emailed in pdf format to purchase? Yes DC register Sl. No. during the week Items not ordered but received: Items sent to HO /vendor that are peading for repair: NIL Details Project Manager Admin Officer/Manager Admin Audit								PO No.67295	0.67295 Ready with supplier		
Delivery van site visit on: Inward report (MRN/other) & stock report emailed in pdf format to purchase? DC register Sl. No. during the week 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						CPVC		PO No.67290	O No.67290 Ready with supplier		
Inward report (MRN/other) & stock report emailed in pdf format to purchase? DC register Sl. No. during the week 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	.No. of gate	passes	issued th	is weel	k:	0 From No. To N					
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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	DC register week	Sl. No.	during t	he	From	No.	149	952			
Items sent to HO /vendor that are pending for repair: NIL Details Project Manager Admin Officer/Manager Admin Audit		rdered h	ut receiv	red.	NITT	1					
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Date Certified by:	Sign Admin Officer/Manager Admin Audit							lit			
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Notes: 1. * Send a copy of the missing requisitions to Purchase immediately (2) Send at		nd a cor	y of the	missing	requisit	tions to 1	23 -0;	5-2020			

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. A Send—this report to burchase@modiproperties.com, ashaiya@modiproperties.com and rajk@montanodiproperties.com of every Saturary 3. Admin offices shall not leave the site without completing this report. 4. Ensure that inward numbers are written on the Requisitions distributed by the showing the items not received on a daily basis. 5. Mention PO & MRN no. on DCs / bills, 6. Report to be signed by A limin manager & Project manager at site and filed at site. 7. #Suggested with supplier, Supplier not contacted, Supplier not reachable, Material in manager and the supplier provided from site. For action of the supplier in the supplier of the supplier not reachable, Material in manager with supplier and the supplier provided from site and filed at site. 7. #Suggested with supplier, Supplier not contacted, Supplier not reachable, Material in manager with market we have a supplier and supplier and supplier and supplier arranging for material, in 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!

	es on requisit	ion by site report.			
Reply to reman	ks on requisit	Minish		-	
Prepared by:		17.05.2020 To 23.05.2020	28.05.2020		
Report from/to		VOC	26.03.2020	Date	
Site: VOC List of requisitions where PO/WO not prepared 3 working days after requisitions				Remarks by Shiva Krishna	
List of requisit	ions where P	O/ WO not prepared 3 working days after requisitions		Kenaks by b	If material is not
	Requisition			Material	delivered - is delay
Tredom	Date	Material Desescription	Purchase Manager - Remarks	delivered?	justified?
No	Date	Muterial Decision publi	1 dichase Manager - Remains		7
				 	
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				1	
	L D	O/WO is prepared and items have not been received at	site beyond the lead time:	1	
	nons where P	Item Description	Details of Discussion with Supplier		
Req. No	Req. Date	Masks	Collect Material From SSLLP		
63289	02.05.2020	Al Windows	Collect From SSLP		
63302	05.05.2020	At Windows	Collect From SSLP		
63303	05.05.2020	Al Windows Tanbrown Granites	Collect From SOV		
63312	13.05.2020	Black Granites	Collect From SOV		
63313		Masks	Collect From SSLLP		
63289		M S Grills	Collect From SSLLP		
63305		Angle Cock	Collect From SSLLP		
63306		Sponges	Collect From SSLLP		
63307		Nitco Tiles	Collect From MPL		
	12.05.2020	M S Ladders	CoNcct From SSLLP		
	12.05.2020 13.05.2020	Tiles Grout	Collect From SSLLP		
63314	13.05.2020	Masks	Collect From SSLLP		
63315	13.05.2020	Ceiling Fan	Collect From SSLLP		,
63316	13.03.2020	Cering Fair	000000000000000000000000000000000000000		
			*		
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APPROVED BY
2 3 MAY 2020

A. SURESH

Certified by:

S. Sharvani
Asst. Engineer
VILLA ORCHIDS LLP

MODI Properties

Stock List - Till Date : 23-05-2020 Company : Villa Orchids LLP

Location : Villa Orchids

Pages: 1 of 1

ocation : Villa Orchids			rages, ron
Category / Item Name	Balance Qty	Rate	Balance Value
Carpentry - doors	26		34,008
Carpentry - hardware	108		21,809
Carpentry - wood	1,140		17,100
Consumables	88		2,388
Electrical - conducting	1,192		26,135
Electrical - other	536		60,486
Electrical - wires	1,620	and the same of th	80,191
Plumbing - CP	69		6,116
Plumbing - CPVC	762		28,256
Plumbing - other	5		6
Plumbing - PVC	950		283,478
Plumbing - sanitary	115 .		111,189
Stationery - other	115		4,106
Tiles	30		11,910
Tools	2		20
	Tot	tal Stock Value	687,197

APPROVED BY
2 3 MAY 2020

A. SURESH
PROJECT MANAGER

