

Sub.: Lead time for requisition

Engineers are requested to send requisitions well in advance as per the lead time for delivery of material given below. Purchase department shall ensure that material is delivered within the lead time specified below. Lead time to be calculated from date of requisition in no. of working days.

S No.	Item	Lead time for item stocked at SSLLP	Lead time for items being purchased from other vendors
1.	Aluminium Windows	1 day	12 days
2.	Brochure / registers	1 day	7 days
3.	Stationery	1 day	4 days
4.	Cement	1 day	4 days
5.	Cement Blocks	1 day	7 days
6.	Cement covers & pipes	1 day	7 days
7.	Ceramic Tiles	1 day	15 days
8.	Chemicals	1 day	4 days
9.	Computers & peripherals	1 day	7 days
10.	Electrical pipes & Junction boxes	1 day	NA
11.	Flush Doors / panel doors	1 day	NA
12.	Furniture – sofa sets, beds, wardrobes, dining table	NA	14 days
13.	Furniture – side tables, dressing table, buffet table	NA	14 days
14.	Generator	NA	30 days
15.	GI, CPVC & PVC Pipes & fittings	1 day	7 days
16.	Glass	NA	7 days
17.	Gym / sports equipment	1 day	30 days
18.	Hardware	1 day	4 days
19.	Heavy equipment	1 day	14 days
20.	Lifts	1 day	6 months
21.	Marble, Granite & Stone	7 days	14 days
22.	Mosaic tiles, footpath tiles, pavers	NA	14 days
23.	Paints	1 day	4 days
24.	Play ground equipment	NA	2 months
25.	Pumps	NA	7 days
26.	RMC	NA	3 days
27.	Roof tiles	NA	14 days
28.	Sanitary ware	1 day	7 days
29.	C.P. fittings	1 day	7 days
30.	Signage	NA	30 days
31.	Steel – TOR/Rebar	1 day	4 days
32.	Steel plates, Boxes, angles & rods	NA	4 days
33.	Toner & Refill	1 day	4 days
34.	Tools (all kinds)	1 day	4 days

35.	Wire, switches, MCB's etc.,	1 day	4 Days
36.	Wooden door frames	1 day	7 days
37.	Modular kitchens	NA	30 days
38.	Soft furnishings	NA	14 days
39.	Solar Panels, PCB batteries	NA	6 weeks
40.	Online purchases not covered above	NA	7 days

Soham Modi