

Prepared by:		Keerthi Ch			
Report Date:		17/9/20			
Site		AGH			
Requisition No	Requisition Date	Material Description	Purchase Officer - Remarks	Material delivered?	If material is not delivered - is delay justified?
List of requisitions Where PO/WO is not prepared 3 working days after requisition					
165005	21/5/2020	Ms telescopic pole material	Estimate with MD for approval		
165055	11/7/2020	Red gulmohar trees	Po 70385		
165099	24/8/2020	Swimming pool equipment	Estimate with MD for approval		
165112	4/9/2020	MS sofa	Po70361		
165116	8/9/2020	Wifi router	Estimate with MD for approval		
165118	9/9/2020	Flex kwik adhesive	Po to be issue		
165119	9/9/2020	Dc register	Po to be issue		
List of requisitions Where PO/WO is prepared and items have not been received at site					
52963	01.05.20	Batoom Tiles	Collect from SSLLP		
165014	3.06.2020	Gulmohar trees	This week delivery		
165075	30/7/2020	Black granite	Collect from SSLLP		
165077	31.07.20	Al windows	Collect from SSLLP		
165080	6.08.20	MS railing	Collect from SSLLP		
165082	6.08.20	NON return valve	This week delivery		
165087	11.08.20	MS gate & railing	Collect from SSLLP		
165108	1/9/2020	Wires	This week delivery		
165107	29/8/20	Glass mosaic tiles	This week delivery		
165120	10/9/2020	wall fan	This week delivery		