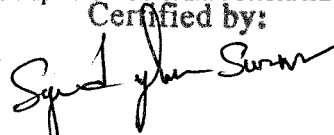
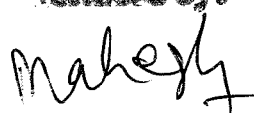


Remarks from site on the 'Requisition by Site Report' of purchase division

Company:	Serene construction llp	Date:	19-09-2020			
Site:	Serene farm	Prepared by:	M Mahesh			
Report From / To	12-09-2020 to 19-09-2020	Approved by:	Syed.Golam Sarwar			
Report Date	19-09-2020					
List of requisitions numbers mis'ing in the report: NIL						
List of requisitions where PO/WO not prepared 3 working days after requisitions: 02						
Req No.	Req Date	Serial No of item in Req	Item Description	Reason for not preparing PO/WO		
150354	05-09-20	2, 3 & 1, 2	Bathroom tiles	Req: sent to MD's approval		
150357	11-09-20	1 to 4	Tiles for Site Villas	Req: 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.	Item Description	Details of discussion with Supplier		
150338	26-08-20	1,2	HOB & Chimney CLARA NEO	Items Out of 09 nos 08 nos received in Site		
150351	05-09-20	2	MS.Plates Gazette	Supplier will arrange the material		
150352	05-09-20	2	1/18 black wire	No stock at sslp		
150359	12-09-20	4	ZYCOSIL	Supplier will arrange the material		
150361	12-09-20	2	FLOOD LIGHTS (Warm)	Actually we require flood warm lights , But supplier send white colour. So need Yellow colour model Lights.		
150363	15-09-20	1&2	Earth Pipe, Copper Plate	Supplier will arrange the material		
150366	16-09-20	1&2	Welding Rods& Cutting Wheel(4")	Supplier will arrange the material		
150367	16-09-20	1to5	Paints Lappam ,primer etc	Supplier will arrange the material		
No. of gate passes issued this week:		NIL	Form No.	NIL	To No.	NIL
Delivery van site visit on:		16-09-2020				
Inward report (MRN/other) & stock report emailed in pdf format to purchase?				Yes		
DC register Sl. No. during the week		From No.	5397	To No	5413	
Items not ordered but received: NIL						
Items sent to HO /vondor that are pending for repair: NIL						
Other corrections & remarks: NIL						
Details	Project Manager		Admin Officer/Manager		Admin Audit	
Sign	Syed.Golam Sarwar		M Mahesh			
Date	19-09-20		19-09-20			

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

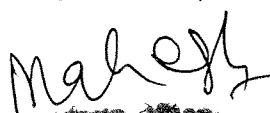
Certified by:

S.R. ENGINEER
 Modi Farm House (Hvd) LLP

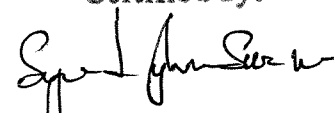
Certified by

M Mahesh
 Admin Office
 Modi Farm House (Hvd) LLP

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

Company:	Modi Farm House(Hyd)LLP		Date:	19-09-2020
Site:	Serene farms		Prepared by:	M Mahesh
Report From / To	12-09-20 to 19-09-20		Approved by:	Syed.Golam Sarwar
Report Date	05-09-2020			
List of requisitions numbers missing in the report: NIL				
List of requisitions where PO/WO not prepared 3 working days after requisitions:				
Req No.	Req Date	Serial No of item in Req	Item Description	Reason for not preparing PO/WO
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
150362	11-09-20	1,2	Hand Sanitizer	03 nos hand Sanitizer Pending
150368	18-09-20	1,2	Safety Shoes	Supplier will arranging the material
DC register Sl. No. during the week		From No.	NIL	To No NIL
Items not ordered but received: NIL				
Items sent to HO /vendor that are pending for repair: NIL				
Other corrections & remarks: NIL				
Details	Project Manager		Admin Officer/Manager	Admin Audit
Sign	Syed.Golam Sarwar		M.Mahesh	
Date	19-09-2020		19-09-2020	

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaiya@modiproperties.com and rajumarn@modiproperties.com on every Saturday. 3. Admin office-s 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!

Certified by:

M. Mahesh
 Admin Office
 Modi Farm House (Hyd) LLP

Certified by:

S.R. ENGINEER
 Modi Farm House (Hyd) LLP