

*Don't*

~~Renastella~~  
~~21/06/2013~~

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

| Company:                                                                                           | Modi Reality Miryalaguda LLP | Date:                     | 17.06.2017                          |                                  |        |      |
|----------------------------------------------------------------------------------------------------|------------------------------|---------------------------|-------------------------------------|----------------------------------|--------|------|
| Site:                                                                                              | AVR Gulmohar homes           | Prepared by:              | A. Vijay Baaskar                    |                                  |        |      |
| Report From / To                                                                                   | 13.06.2017 to 17.06.2017     | Approved by:              | G. Rambabu                          |                                  |        |      |
| Report Date                                                                                        | 17.06.2017                   |                           |                                     |                                  |        |      |
| 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                     |                           | Item Description                    | Remarks                          |        |      |
|                                                                                                    |                              |                           |                                     |                                  |        |      |
|                                                                                                    |                              |                           |                                     |                                  |        |      |
|                                                                                                    |                              |                           |                                     |                                  |        |      |
|                                                                                                    |                              |                           |                                     |                                  |        |      |
|                                                                                                    |                              |                           |                                     |                                  |        |      |
| List of requisitions where 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 quantity not received |        |      |
| 52079                                                                                              | 02.05.17                     | 1                         | Foam board                          | As per requisition ✓             |        |      |
| 52114                                                                                              | 10.06.17                     | 1                         | Steel                               | As per requisition ✓             |        |      |
| 52115                                                                                              | 10.06.17                     | 3                         | Leveling staff                      | As per requisition ✓             |        |      |
| 52118                                                                                              | 10.06.17                     | 1                         | 3 core copper flat electrical cable | As per requisition ✓             |        |      |
|                                                                                                    |                              |                           |                                     |                                  |        |      |
|                                                                                                    |                              |                           |                                     |                                  |        |      |
|                                                                                                    |                              |                           |                                     |                                  |        |      |
|                                                                                                    |                              |                           |                                     |                                  |        |      |
|                                                                                                    |                              |                           |                                     |                                  |        |      |
|                                                                                                    |                              |                           |                                     |                                  |        |      |
|                                                                                                    |                              |                           |                                     |                                  |        |      |
|                                                                                                    |                              |                           |                                     |                                  |        |      |
|                                                                                                    |                              |                           |                                     |                                  |        |      |
| Details of pending installation beyond due date of modular kitchen, furniture & soft furnishings*: |                              |                           |                                     |                                  |        |      |
| Req No                                                                                             | Flat/ Villa No               | Installation due date     | Item                                | Remarks                          |        |      |
|                                                                                                    |                              |                           |                                     |                                  |        |      |
|                                                                                                    |                              |                           |                                     |                                  |        |      |
|                                                                                                    |                              |                           |                                     |                                  |        |      |
|                                                                                                    |                              |                           |                                     |                                  |        |      |
|                                                                                                    |                              |                           |                                     |                                  |        |      |
| No. of gate passes issued this week:                                                               |                              | 1                         | From No.                            | 4911                             | To No. | 4911 |
| Delivery van site visit on:                                                                        |                              | 15.06.17                  |                                     |                                  |        |      |
| Inward report (MRN/other) & stock report emailed in pdf format to purchase?                        |                              |                           |                                     |                                  | NIL    |      |
| Items not ordered but received: Nil                                                                |                              |                           |                                     |                                  |        |      |
| Other corrections & remarks:                                                                       |                              |                           |                                     |                                  |        |      |

Notes: 1. \* Send a copy of the missing requisitions to Purchase immediately. 2. \* Details of furniture not received to be given in the previous section. 3. Send this report to HO by email on every Saturday. 4. Admin offices shall not leave the site without completing this report. 5. Ensure that inward numbers are written on the Requisitions, clearly showing the items not received on a daily basis. 6. Mention PO & MRN no. on DCs / bills.

*and also*

- 1) Rain Coat
- 2) Torch light
- 3) Van: Compost
- 4) Cable mols
- 5) Car star mols