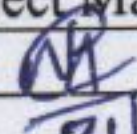
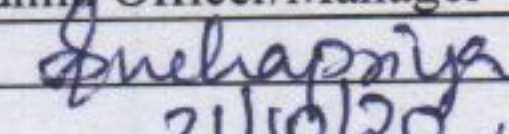


Remarks from site on the 'Requisition by Site Report of purchase division

Company:	VISTA HOMES	Date:	31.10.20			
Site:	VISTA HOMES	Prepared by:	CH.Sneha Priya			
Report From / To	23.10.20(Saturday) to 31.10.20 (Saturday)	Approved by:	T.MADHU			
Report Date	31.10.20					
List of requisitions numbers missing in the report*:Nil						
List of requisitions where PO/WO not prepared 3 working days after requisition:						
Req No.	Req Date	Item Description	Reason for not preparing PO/WO [#]			
99890	15.10.20	Queen Size bed	PO Not Made			
99893	15.10.20	Open well submersible pump	PO Not Made			
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 ^s		
99817	09.09.20	2	DB Boxes	No Stock at supplier		
99840	19.09.20	1 & 2	Kids See Saw, Kids Slider	Ready with supplier		
99845	19.09.20	1 & 2	Letter Box	No Stock at SSLLP		
99859	28.09.20	14,16,18,19,20	Waste Coupling, Waste pipe, CP Nipple	No Stock at SSLLP		
99860	28.09.20	1,2,3,7&8	Sanitary	No Stock at SSLLP		
99884	09.10.20	1 to 6	Pvc pipe , Long Bends, pvc bends, pvc non return valve, pvc MTA, PVC FTA	Material ready with Supplier		
99886	12.10.20	2,3,4,5	MS Elbow, MS reducer	Material ready with supplier		
99887	12.10.20	1	PVC Coupling	Material ready with supplier		
99889	15.10.20	1 to 5	Luminous Board (Left Arrow), Luminous Boards (right arrow)	Material ready with SSLLP		
99891	15.10.20		Window curtains	Online Purchase		
99892	15.10.20	1	Curtain Rods	Online purchase		
99894	15.10.20	1	Zycosil	Material ready with SSLLP		
99897	17.10.20	19	Waste Pipe	No stock at SSLLP		
99898	17.10.20	1,2,27,8	Sanitary	Material ready with SSLLP		
99902	20.10.20	1,2	AL service wire 7/20, Insulation tape	With in a week		
99904	20.10.20	1,2	Key chains	Material ready with SSLLP		
99905	20.10.20	1 to 11	Cleaning material	Material ready with SSLLP		
99906	20.10.20	1,2,3	White Plastic bucket, Acid, Wipers	Material ready with SSLLP		
99907	20.10.20		Pvc pipes	Material ready with SSLLP		
99909	20.10.20		Sanitizers, dettol hand wash.	PQ Not Made		
99912	22.10.20	1,2,3	Wipro lights	With in a week		
99913	27.10.20	1,2,5,6	1/18 Yellow, 1/18 Black, 3/20 yellow, 3/20 Black	Partially received		
99914	27.10.20	1,2,3,6,7	Sanitary	Out of Stock		
99916	27.10.20	1 to 22	Switches	Material ready with SSLLP		
No. of gate passes issued this week:		1	From No.	1639	To No.	1639

Delivery van site visit on :		29.10.20,30.10.20	
Inward report (MRN/other) & stock report emailed in pdf format to purchase?			Yes
DC register Sl. No. during the week	From No.	20232	To No. 20254
Items not ordered but received:			
Items sent to HO /vendor that are pending for repair 1.2HP Mud Pump (Satish), 2. 3HP Submersible motar (SVR)			
Other corrections & remarks: Nil			
Details	Project Manager	Admin Officer/Manager	Admin Audit
Sign			
Date	31/10/20	31/10/20	

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