Prepared by:	sowmya						
Date:	6.11.2020						
Site:	MCMET						
Requisition No	Requisition Date	Material Descscription	Purchase Manager - Remarks	Material delivered?	If material is not delivered - is delay justified?		
	List of requisitions where PO/WO not prepard 3 working days after requisition						
162029	9.10.2020	Wooden frames	Delivered				
162040	28.10.2020	4300 w electric wall chaser	Rates to be finalized				
	List of requisitions where PO/WO is prepard and items have not been deliverd at site beyond the lead time						
162025	24.9.2020	gunny bags	Delivered				
162029	9.10.2020	wooden frames	Delivered				
162030	9.10.2020	flat files	Follow up with rohith promotions				