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

		ehta & Modi Realty kowkur LLP		Date:		21-11-2020			
Site:		GHT		Prepared by:		N.SHRAVYA			
Report From / To		14-11-2020 to 21-11-20		-2020	O Approved by:		A.SURESH		
Report Da	te		21-11-2020						
List of rea	uisitions	numbe	rs missing in th						
List of rea	uisitions	where	PO/WO and and	e repor	t :				
Req No.	Req Date		Serial no of	epared 3 working days at  Item Description		Reason for not preparing PO/WO#			
140288	26-09-2020		item in Req.	Grouting machine		PO not prepared			
List of rea	visitions	value -	DO AVIO :		hand pump]			1 1 - 1	tima:
Req No.	Des	Dete	Control 1s prep	ared ar	nd items have not	been received at si	te beyond	ine lead	nlior\$
red No.	Req Date		Serial no of item in Reg.	Item Description		Details of discussion with supplier\$			
140296	02-11-2020		1-4	Blue pens		PO No. 71800 Partial Pending, We will get it from SSLLP on monday			
140301	06-11-2020		1	Male Labour helmets		PO No. 71936, Partial pending, Stock not available at SSLLP.			
140304	11-11-2020		1-6	Bombay brooms		PO No. 72105 Partial pending, We will get it from SSLLP on monday			
140306	11-11	-2020	1-2		Cello tapes	PO No. 72107 We will get it from SSLLP on monday			
140308	13-11	-2020	1-4	WP	C Door frames	PO No. 72179 supplier: Adilabad Timb Mart. Will deliver the material on Tueso		Timber Tuesday.	
No. of gate	naccec	issued t	his week	0	From No.			To	-
Delivery va			ins week.		17/11	/2020,19/11,20/11	,21/11/202	.0	
nuned con	ort (MD)	N/other	) & stock reno	rt email				Yes	3
Inward report (MRN/other) & stock report Control of the Invariant Stock report Control of the Invariant Stock report Control of the Invariant Stock report Stock			10518		To N	lo.	10526		
week			ved NIL						
tems not o	rdered b	ut recei		for ro	nair.				
tems sent t	o HO/v	endor t	hat are pending	3 101 16	pair.	A KANDON TO THE TOTAL OF THE PARTY OF THE PA			
Details Project Manage			r	Admin Officer/Manager		Admin Audit			
Sion				21-11-2020					
Date		2	1-11-2020		21-	ely. 2. Send this rep	ort to purch	nase@mod	liproperties.c

ashaiya@modiproperties.com and rajkumar@modiproperties.com on every Saturday. 3. Admin offices shall not leave the site without completing ashaiya@modiproperties.com and rajkumar@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 supplier not contacted, Supplier not reachable, Material in transit, WO - under labrication, 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 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!

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Certified by: Asst. Engineer MEHTA & MODI REALTY KOWKUR LLP

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Prepared by:	iks on requis	ition by site report.				
eport from to		MINISH				
Report Date	0	08-11-20 to 13-11-20		2.5	91/11/2025	
Site:		19-11-20	20	Date	Thing Krishna	
		GHT		Remarks by S	tte 9 1 2025 s by Shiva Krishna If material is no	
Requisition No	Date	Material Desescription	Purchase Manager - Remarks	Material delivered?	delivered - is del justified?	
ist of requisi	tions where P	O/WO not prepared 3 working days after requisition	IS .		partial peno	
140296	02-11-20	Brown Tapes	Delivered	No	paritial fence	
140300	03-11-20	Brown Tapes Ball Valve	Delivered	1465		
140301	06-11-20	Male Helmets(Labour)	Stock not avaiable Delivery by 23-11-20	No		
		AND CONTRACTOR OF THE CONTRACT				
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