

Prepared by:		Keerthi			
Report Date:		18-12-2020			
Site		Villa Orchids LLP			
Requisition No	Requisition Date	Material Descsription	Purchase Officer - Remarks	Material delivered?	If material is not delivered - is delay justified?
List of requisitions Where PO/WO is not prepared 3 working days after requisition					
List of requisitions Where PO/WO is prepared and items have not been received at site					
63607	7-12-2020	Wall mixture	Delivered.		
63608	7-12-2020	Wall hung	Stock available at SSLLP		
63609	7-12-2020	Main door beading	Delivered.		