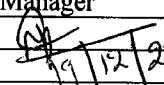
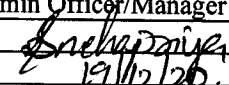


Remarks from site on the 'Requisition by Site Report of purchase division

|                                                                                                             |                                                                                     |                              |                                                                                       |                                                  |             |      |
|-------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|------------------------------|---------------------------------------------------------------------------------------|--------------------------------------------------|-------------|------|
| Company:                                                                                                    | VISTA HOMES                                                                         | Date:                        | 19.12.20                                                                              |                                                  |             |      |
| Site:                                                                                                       | VISTA HOMES                                                                         | Prepared by:                 | CH.Sneha Priya                                                                        |                                                  |             |      |
| Report From / To                                                                                            | 12.12.20( Saturday ) -19.12.20<br>( Saturday )                                      | Approved by:                 | T.MADHU                                                                               |                                                  |             |      |
| Report Date                                                                                                 | 19.12.20                                                                            |                              |                                                                                       |                                                  |             |      |
| 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#                                                       |                                                  |             |      |
| 99999                                                                                                       | 16.12.20                                                                            | 1" MS L-Angle Patti          | 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 <sup>s</sup> |             |      |
| 99923                                                                                                       | 02.11.20                                                                            | 1 to 5                       | Sliding windows                                                                       | Material Ready with Supplier                     |             |      |
| 99940                                                                                                       | 11.11.20                                                                            |                              | Generator AMF Pannel Board                                                            | Approval is pending from Association             |             |      |
| 99947                                                                                                       | 16.11.20                                                                            | 1,2                          | Main Limit Switch ASSY Nc Type, PIT Switch ASSY With Hardness Wiring                  | PO is in Estimation                              |             |      |
| 99971                                                                                                       | 02.12.20                                                                            | 3,7                          | Pedastal, Rack bolt                                                                   | Partially received                               |             |      |
| 99974                                                                                                       | 07.12.20                                                                            | 1                            | GI U Clamps thread type with nuts                                                     | Material is ready with supplier                  |             |      |
| 99979                                                                                                       | 08.12.20                                                                            | 1,2                          | 3 Phase Stater, single phase stater                                                   | Material is ready with supplier                  |             |      |
| 99982                                                                                                       | 10.12.20                                                                            | 1 to 5                       | Bombay brooms                                                                         | Partially received                               |             |      |
| 99984                                                                                                       | 10.12.20                                                                            | 1                            | SS Sink Coupling                                                                      | Material is ready with supplier                  |             |      |
| 99989                                                                                                       | 12.12.20                                                                            | 1,2,3,7,8                    | Sanitary                                                                              | Material is ready with SSLLP                     |             |      |
| 99990                                                                                                       | 12.12.20                                                                            | 3, 6                         | CP fitting                                                                            | Partially Received                               |             |      |
| 99994                                                                                                       | 14.12.20                                                                            | 1 to 7                       | CPVC pipe, CPVC Brass FTA, CPVC Elbow, PVC MTA, PVC Rigid Elbow, PVC MTA, PVC Reducer | Material is ready with supplier                  |             |      |
| 99995                                                                                                       | 14.12.20                                                                            | 1                            | GI PVC coated wire                                                                    | Material is ready with supplier                  |             |      |
| 99997                                                                                                       | 15.12.20                                                                            | 7,8                          | Lappam Patti                                                                          | Material is ready with supplier                  |             |      |
| 99999                                                                                                       | 16.12.20                                                                            | 2                            | Anchor Bolts pin type                                                                 | Material is ready with supplier                  |             |      |
| No. of gate passes issued this week:                                                                        |                                                                                     | 6                            | From No.                                                                              | 2561                                             | To No.      | 2566 |
| 001 Delivery van site visit on:                                                                             |                                                                                     | 15.12.20, 16.12.20, 18.12.20 |                                                                                       |                                                  |             |      |
| Inward report (MRN/other) & stock report emailed in pdf format to purchase?                                 |                                                                                     |                              |                                                                                       |                                                  | Yes         |      |
| DC register Sl. No. during the week                                                                         |                                                                                     | From No.                     | 2 0 3 7 0                                                                             | To No.                                           | 20399       |      |
| Items not ordered but received:                                                                             |                                                                                     |                              |                                                                                       |                                                  |             |      |
| Items sent to HO /vendor that are pending for repair:- Nil                                                  |                                                                                     |                              |                                                                                       |                                                  |             |      |
| Other corrections & remarks:                                                                                |                                                                                     |                              |                                                                                       |                                                  |             |      |
| Details                                                                                                     | Project Manager                                                                     |                              | Admin Officer/Manager                                                                 |                                                  | Admin Audit |      |
| Sign                                                                                                        |  |                              |   |                                                  |             |      |
| Date                                                                                                        | 19/12/20                                                                            |                              | 19/12/20                                                                              |                                                  |             |      |

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