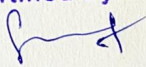


Remarks from site on the 'Requisition by Site Report' of purchase division

|                                                                                                             |                                |                           |                                |                                                                                    |             |
|-------------------------------------------------------------------------------------------------------------|--------------------------------|---------------------------|--------------------------------|------------------------------------------------------------------------------------|-------------|
| Company:                                                                                                    | Mehta & Modi Realty kowkur LLP |                           | Date:                          | 23-01-2021                                                                         |             |
| Site:                                                                                                       | GHT                            |                           | Prepared by:                   | N.SHRAVYA                                                                          |             |
| Report From / To                                                                                            | 17-01-2021 to 23-01-2021       |                           | Approved by:                   | A.SURESH                                                                           |             |
| Report Date                                                                                                 | 23-01-2021                     |                           |                                |                                                                                    |             |
| List of requisitions numbers missing in the report*:                                                        |                                |                           |                                |                                                                                    |             |
| List of requisitions where PO/WO not prepared 3 working days after requisition:                             |                                |                           |                                |                                                                                    |             |
| Req No.                                                                                                     | Req Date                       | Serial no of item in Req. | Item Description               | Reason for not preparing PO/WO <sup>#</sup>                                        |             |
| 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>\$</sup>                                  |             |
| 140288                                                                                                      | 26-09-2020                     | 1-2                       | Grouting machine [hand pump]   | PO No.73973 Sup:United Engg. Co., We will get it on Monday.                        |             |
| 140361                                                                                                      | 06-01-2021                     | 1-5                       | MS Round Pipe                  | PO No. 73820 Sup: Dilpreet Tubes, we will get it from them on Wednesday.           |             |
| 140362                                                                                                      | 06-01-2021                     | 1-2                       | Nylon Safety net               | PO No. 73926. Arthi Enterprises, We will get it from them on Monday.               |             |
| 140363                                                                                                      | 06-01-2021                     | 1-2                       | MS Powder coated sheet         | PO No. 73815 Sup: Swathi buildtech PVT LTD, we will get it from them on Wednesday. |             |
| 140378                                                                                                      | 20-01-2021                     | 1                         | Roots Sweeping Machine         | PO No. 73968, Sup: Roots Multiclean, We will get it from them on Monday.           |             |
| No. of gate passes issued this week:                                                                        |                                |                           | 1                              | From No.                                                                           | - To -      |
| Delivery van site visit on:                                                                                 |                                |                           | 19/01,20/01,21/01 & 22/01/2021 |                                                                                    |             |
| Inward report (MRN/other) & stock report emailed in pdf format to purchase?                                 |                                |                           |                                |                                                                                    | Yes         |
| DC register Sl. No. during the week                                                                         |                                | From No.                  | 10586                          | To No.                                                                             | 10601       |
| Items not ordered but received: NIL                                                                         |                                |                           |                                |                                                                                    |             |
| Items sent to HO /vendor that are pending for repair:                                                       |                                |                           |                                |                                                                                    |             |
|                                                                                                             |                                |                           |                                |                                                                                    |             |
| Details                                                                                                     | Project Manager                |                           | Admin Officer/Manager          |                                                                                    | Admin Audit |
| Sign                                                                                                        |                                |                           |                                |                                                                                    |             |
| Date                                                                                                        | 23-01-2021                     |                           | 23-01-2021                     |                                                                                    |             |

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 [rajkumar@modiproperties.com](mailto: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 - 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!

**APPROVED BY**  
23 JAN 2021  
A. SURESH  
PROJECT MANAGER

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



| Reply to remarks on requisition by site report.                                                             |                      |                              |                                           |                     |                                                    |
|-------------------------------------------------------------------------------------------------------------|----------------------|------------------------------|-------------------------------------------|---------------------|----------------------------------------------------|
| Prepared by:                                                                                                | Minish               |                              |                                           |                     |                                                    |
| Report from/to                                                                                              | 10-01-21 TO 16-01-21 |                              |                                           |                     |                                                    |
| Report Date                                                                                                 | 23-01-2021           |                              |                                           | Date                | 23/01/2020                                         |
| Site:                                                                                                       | GHT                  |                              |                                           | Remarks by          | Shiva Krishna                                      |
| Requisition No                                                                                              | Requisition Date     | Material Description         | Purchase Manager - Remarks                | Material delivered? | If material is not delivered - is delay justified? |
| List of requisitions where PO/WO not prepared 3 working days after requisitions                             |                      |                              |                                           |                     |                                                    |
| 140288                                                                                                      | 26-09-20             | Grouting Machine             | PO Issued                                 | NO                  |                                                    |
| 140348                                                                                                      | 05-01-21             | UPVC Windows                 | PO Issued                                 | NO                  |                                                    |
| 140349                                                                                                      | 05-01-21             | UPVC Windows                 | PO Issued                                 | NO                  |                                                    |
| 140362                                                                                                      | 06-01-21             | Nylon safety belt <i>NEA</i> | Delivered                                 | NO                  |                                                    |
| List of requisitions where PO/WO is prepared and items have not been received at site beyond the lead time: |                      |                              |                                           |                     |                                                    |
| 140341                                                                                                      | 29-12-20             | Mastic Pads                  | Delivered                                 | YES                 |                                                    |
| 140361                                                                                                      | 06-01-21             | MS Round Pipe                | Pick it from Dilpreet Tubes 73820         | NO                  |                                                    |
| 140363                                                                                                      | 06-01-21             | MS Powder coated sheet       | Pick it from Swathi Buildtech PO No 73760 | NO                  |                                                    |
| 140371                                                                                                      | 09-01-21             | LED Streetlights             | Delivered                                 | YES                 |                                                    |
| 140373                                                                                                      | 11-01-21             | CPVC Pipe                    | Delivered                                 | YES                 |                                                    |
| 140373                                                                                                      | 11-01-21             | GI Ball Valve                | Delivered                                 | YES                 |                                                    |

*[Signature]*

**APPROVED BY**  
**23 JAN 2021**  
**A. SURESH**  
**PROJECT MANAGER**

**Certified by:**  
*[Signature]*  
**N. Shravya**  
**Asst. Engineer**  
**MEHTA & MODI REALTY KOWKUR LLP**