

Prepared by:		Keerthi			
Report Date:		28-01-2021			
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					
63628	9-Jan-2021	MS ladder	Pick up from SSLLP		
63637	15-Jan-2021	Wall hung	Delivered		
63640	20-Jan-2021	Fisher plug	DElivered		