

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

Company:	Serene construction llp	Date:	30-01-2021
Site:	Serene farms	Prepared by:	G.Siva prasad
Report From / To	23-01-2021 to 30-01-2021	Approved by:	Syed.Golam Sarwar
Report Date	30-01-2021		
List of requisitions numbers missing in the report: NIL			
List of requisitions where PO/WO not prepared 3 working days after requisitions:			
Req No.	Req Date	Serial No of item in Req	Item Description
150467	18-01-21	1	Ppc cement
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
150456	05-01-21	1 to 9	Aluminum windows
150464	13-01-21	1	SS plate
150465	13-01-21	1 to 3	Ms Patti
150471	23-01-21	1,2	Ss screws & fischers
No. of gate passes issued this week:	1	From No.	1269
Delivery van site visit on:	27/01/2021		
Inward report (MRN/other) & stock report emailed in pdf format to purchase?	Yes		
DC register Sl. No. during the week	From No.	5665	To No. 5667
Items not ordered but received: NIL			
Items sent to HO /vendor that are pending for repair:1.open well submersible pump-01nos 2.canon printer-01 nos			
Other corrections & remarks: NIL			
Details	Project Manager	Admin Officer/Manager	Admin Audit
Sign	Syed.Golam Sarwar	G.Siva prasad	
Date	30-01-2021	30-01-2021	

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaiya@modiproperties.com and rajikumam@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!

OUTWARD - GATE PASS

No.: 1269

Date:	27/01/2021	Time:	16:30
Company:	Serene CONSTRUCTIONS LLP		
Project/site:	Summit Serene farms		
Destination:	Summit Sales LLP		
Outward No.:	Vehicle type	Vehicle No	Vehicle driver
1167	Jaygo	TS 10 UA 9758	Salman / S. Kumar
	Material Description	Quantity	Units
1.	Steel 16mm diameter	915	Kgs
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
	Total		32,940/-
Charges/refund	Purpose for transfer	Other details (to be filled by Admin - audit)	
☒ No charge	☐ Return to supplier for exchange	☐ Material received by inward no. _____ & date _____	
☐ For refund from supplier	☐ Return to supplier for refund	Details of credit note from supplier - date _____ & Amount Rs. _____/-	
☐ Transfer to other site/project	☐ On loan to be returned	Return of material - inward no. _____ & date _____	
☒ Transfer to other site/project	Cost of material to be collected: ☒ Collect 100% cost - new material ☐ Collect 60% cost - old material ☐ No charges to be collected - value deemed to be nil.	GST bills to be raised ☐ Yes ☐ No GST bill no. _____, Amount _____ date _____	
☐ Transfer to another phase of firm/company/project	☐ No charges to be collected	NA	
☐ No charge	☐ for repairs & service	☐ Material received by inward no. _____ & date _____	
☐ Other:	Details:	Details:	
Remarks: Cutting length is 10 & sent to Summit Sales as per MD sig instructions			
Gate pass approved by:	Project manager	Admin in-charge	Security R. Sachin
Sign:	Sgt. J. S. Sam	G. Jiva Prasad	
Received by other site on:	Inward No.	Admin sign:	Security sign (Jattin)
Approved by	Project accountant	Accounts manager	Admin - Audit
Sign:			MD

Note: 1. In case of long list attach a separate signed list. 2. Approx rate & amount to be filled by site. 3. Original (white copy) to be sent with material to recipient site. Recipient must sign it and send it to Admin - audit. 4. Pink copy to be sent to Admin - audit. 5. In units enter nos, kgs, sft, rft, etc. 6. Project manager / Sr. Engg and Admin in-charge from the issuing site must sign the gate pass. 7. Admin-audit to process gate pass, fill required details, make GST bills, etc and send to MD for approval once in a fortnight.

MODI Properties

Stock List – Till Date : 30-01-2021

Company : Serene Constructions LLP

Location : Serene Farms

Pages : 1 of 4

Category / Item Name	Balance Qty	Rate	Balance Value
Carpentry - doors	3		5,641
2339 - Carpentry - doors - Panel Door 30 mm - 26 In x 82 In - Nos	2	1,746	3,492
2341 - Carpentry - doors - Panel Door 30 mm - 32 In x 82 In - Nos	1	2,149	2,149
Carpentry - hardware	73		9,065
2054 - Carpentry - hardware - Bombay Nails - 2 In - kgs	3	58	145
2055 - Carpentry - hardware - Bombay Nails - 2 1/2 In - kgs	3	58	145
2076 - Carpentry - hardware - Chicken Mesh - NA - bundles	36	160	5,760
2092 - Carpentry - hardware - Door Stopper - NA - nos	14	89	1,250
2099 - Carpentry - hardware - Fischer - 5mm - pkts	3	141	423
2105 - Carpentry - hardware - Holdfast - other - kgs	5	50	250
2148 - Carpentry - hardware - Plastic gampa - other - nos	2	140	280
2156 - Carpentry - hardware - S.S. Screws - other - pkts	5	134	670
2281 - Carpentry - hardware - Wooden Screws - Others - Pkts	3	47	142
Chemicals	10		550
3134 - Chemicals - Tile Grout - 1kg - pkts	10	55	550
Consumables	185		1,295
4057 - Consumables - Sponges - NA - nos	127	7	889
4080 - Consumables - Bombay Brooms - Other - Nos	58	7	406
Electrical - conducting	97		5,141
4779 - Electrical - conducting - PVC Pipe - 1 In X 1.5 mm - nos	97	53	5,141
Electrical - other	143		10,196
4555 - Electrical - other - Earth pipe - 2 In - nos	4	572	2,288
4585 - Electrical - other - Insulation tape - NA - nos	46	8	368
4613 - Electrical - other - Metal box - 2way - nos	33	15	495
4616 - Electrical - other - Metal box - 6way - nos	3	30	90
4628 - Electrical - other - Modular Plate - 2 way - nos	16	28	448
4746 - Electrical - other - LED Lights - NA - nos	3	185	555
4789 - Electrical - other - Modular switch Blank plates - NA - nos	18	10	180
4796 - Electrical - other - Modular TV Socket - NA - Nos	8	38	304
4798 - Electrical - other - FP Isolator - NA - nos	7	674	4,718
4804 - Electrical - other - Earth Powder - NA - bags	5	150	750
Electrical - wires	64		14,634
4697 - Electrical - wires - Copper wire - NA - mtrs	45	0	0
4816 - Electrical - wires - Cu multistand wires Red - 1 18 or 1 sq mm -	16	564	9,024
4822 - Electrical - wires - Cu multistand wires Black - 7 20 or 4 sq mm -	3	1,870	5,610
Furniture	470		0
5570 - Furniture - Kitchen Cabinet Fabrication - NA - sft	470	0	0
Miscellaneous	8,555		2,987
6008 - Miscellaneous - Barbed wire - other - kgs	1,060	0	0
6025 - Miscellaneous - Gova rope - NA - bundles	3	130	390
6031 - Miscellaneous - Plants - NA - nos	7,348	0	0
6040 - Miscellaneous - Tefflon tape - NA - nos	65	14	910

30-01-2021 11:40:57

Category / Item Name	Balance Qty	Rate	Balance Value
6065 - Miscellaneous - Chimney - NA - Nos	9	0	0
6099 - Miscellaneous - Tile Spacers - Others - Nos	5	271	1,355
6100 - Miscellaneous - Plastic Cards - Others - nos	51	7	332
6110 - Miscellaneous - Repairing Charges - NA - Lumpsum	1	0	0
6146 - Miscellaneous - PVC GI Wire - NA - nos	3	0	0
6152 - Miscellaneous - Hob - NA - Nos	9	0	0
6176 - Miscellaneous - Alcohol Breathe Analyser Machine - NA - Nos	1	0	0
Paints	10		300
6621 - Paints - Janta pasta - NA - Nos	10	30	300
Plumbing - CP	363		77,235
10043 - Plumbing - CP - Bottel trap - NA - nos	18	480	8,640
7026 - Plumbing - CP - Extension Nipple - 1/2 In - nos	195	42	8,190
7028 - Plumbing - CP - Extension Nipple - other - nos	62	52	3,224
7033 - Plumbing - CP - Pillar cock - NA - nos	5	522	2,610
7036 - Plumbing - CP - Shower arm - NA - nos	6	330	1,980
7037 - Plumbing - CP - Shower head - NA - nos	6	464	2,784
7040 - Plumbing - CP - Sq. jali with hole - 6 In x6 In - nos	9	134	1,206
7041 - Plumbing - CP - Sq. Jali without hole - 6 In x6 In - nos	2	179	358
7042 - Plumbing - CP - Stop Cock - 1/2 In - nos	36	552	19,872
7045 - Plumbing - CP - Wall Mixer - other - nos	8	2,531	20,248
7047 - Plumbing - CP - Waste coupling - 1/2 thread - nos	7	192	1,344
7048 - Plumbing - CP - Waste coupling - full thread - nos	1	195	195
7377 - Plumbing - CP - Sink Cock With Swivel Spout - NA - Nos	8	823	6,584
Plumbing - CPVC	1,214		46,561
10052 - Plumbing - CPVC - CPVC pipe - 20 mm (10 ft len) - nos	10	234	2,344
10062 - Plumbing - CPVC - CPVC Coupling - 1 In - nos	119	15	1,785
10065 - Plumbing - CPVC - CPVC Reducer Coupling - 1 In x 3/4 In - nos	25	35	875
10067 - Plumbing - CPVC - CPVC Tee - 3/4 In - nos	47	17	799
10068 - Plumbing - CPVC - CPVC Tee - 1 In - nos	30	28	840
10073 - Plumbing - CPVC - CPVC Elbow - 3/4 In - nos	50	11	550
10074 - Plumbing - CPVC - CPVC Elbow - 1 In - nos	49	21	1,029
10078 - Plumbing - CPVC - CPVC Male adapter - 1/2 In - nos	10	9	90
10079 - Plumbing - CPVC - CPVC Male adapter - 3/4 In - nos	44	13	572
10080 - Plumbing - CPVC - CPVC Male adapter - 1 In - nos	78	19	1,482
10082 - Plumbing - CPVC - CPVC Female adapter - 3/4 In - nos	12	17	204
10083 - Plumbing - CPVC - CPVC Female adapter - 1 In - nos	83	25	2,075
10086 - Plumbing - CPVC - CPVC Tank adapter - 1 In - nos	80	47	3,760
10089 - Plumbing - CPVC - CPVC Union - 1 In - nos	31	77	2,387
10091 - Plumbing - CPVC - CPVC End cap - 3/4 In - nos	8	7	56
10092 - Plumbing - CPVC - CPVC End cap - 1 In - nos	60	12	720
10098 - Plumbing - CPVC - CPVC Ball Valve - 1 In - nos	56	155	8,680
10101 - Plumbing - CPVC - CPVC Clamp - 3/4 In - nos	20	7	140
10108 - Plumbing - CPVC - CPVC Male adaptor brass - 1 In - nos	5	173	865
10110 - Plumbing - CPVC - CPVC Female adaptor brass - 3/4 In - nos	20	117	2,340
10111 - Plumbing - CPVC - CPVC Female adaptor brass - 1 In - nos	20	191	3,820

Category / Item Name	Balance Qty	Rate	Balance Value
10208 - Plumbing - CPVC - Threaded End Plug - 1/2 In - nos	116	5	580
10251 - Plumbing - CPVC - CPVC Reducer Elbow - 3/4 in X 1/2 in - Nos	16	28	448
10253 - Plumbing - CPVC - CPVC Reducer MTA - 3/4 in X 1/2 in - Nos	130	53	6,890
10254 - Plumbing - CPVC - CPVC Reducer FTA - 3/4 in X 1/2 in - Nos	95	34	3,230
Plumbing - HDPE	25		0
7101 - Plumbing - HDPE - Pipe - 6Kgs pressure - 1 In - mtrs	25	0	0
Plumbing - other	310		7,202
7109 - Plumbing - other - Araldite - other - gms	2	1	2
7135 - Plumbing - other - Manhole round covers - - other - nos	8	0	0
7353 - Plumbing - other - Green Hose pipe - Other - Mtrs	300	24	7,200
Plumbing - PVC	381		54,589
10023 - Plumbing - PVC - Bend Plain - 3 In - nos	9	40	360
10024 - Plumbing - PVC - Bend with door - 3 In - nos	1	50	50
10030 - Plumbing - PVC - Bend Plain - 4 In - nos	29	65	1,885
10112 - Plumbing - PVC - Eco Drain Pipes - 110 mm - nos	15	1,120	16,800
10113 - Plumbing - PVC - Eco Drain Coupling - 110 MM - Nos	32	83	2,656
10116 - Plumbing - PVC - Eco Chamber L T - 110 mm - nos	2	602	1,204
10118 - Plumbing - PVC - Eco Chamber Frame & Cover - 110 mm - nos	10	852	8,520
10182 - Plumbing - PVC - Riseer - NA - Nos	16	0	0
10190 - Plumbing - PVC - Tee - NA - Nos	66	41	2,706
7189 - Plumbing - PVC - Clamp - 4 In - nos	14	114	1,596
7193 - Plumbing - PVC - Coupling - 3 In - nos	17	30	510
7194 - Plumbing - PVC - Coupling - 4 In - nos	30	48	1,440
7228 - Plumbing - PVC - Nahani Trap without jali - 3 In - nos	16	61	976
7232 - Plumbing - PVC - Plain Tee - 3 In - nos	7	50	350
7262 - Plumbing - PVC - Rubber Lubricant - 500gms - nos	3	113	339
7269 - Plumbing - PVC - Single Socket Pipe 10ft - 3 In - nos	21	185	3,885
7278 - Plumbing - PVC - Solvent Cement - 250ml - nos	5	105	525
7279 - Plumbing - PVC - Solvent Cement - 500ml - nos	23	129	2,967
7284 - Plumbing - PVC - Waste Pipe - other - nos	14	25	350
7326 - Plumbing - PVC - Water tank - 500lts - nos	3	2,100	6,300
7327 - Plumbing - PVC - Connection - 2 ft - nos	18	65	1,170
7441 - Plumbing - PVC - Thread Adaptor - Others - nos	30	0	0
Plumbing - sanitary	107		83,951
7296 - Plumbing - sanitary - EWC -Wall hung - NA - nos	5	6,087	30,435
7302 - Plumbing - sanitary - Health Faucet - NA - nos	10	455	4,550
7310 - Plumbing - sanitary - Sink - other - nos	4	2,783	11,132
7319 - Plumbing - sanitary - Wall hung rag bolts - NA - nos	45	288	12,960
7321 - Plumbing - sanitary - Washbasin - other - nos	6	1,664	9,984
7323 - Plumbing - sanitary - Washbasin rag bolts - NA - pairs	20	145	2,900
7348 - Plumbing - sanitary - Pedastal - NA - nos	6	1,265	7,590
7436 - Plumbing - sanitary - Flush Plate - NA - nos	11	400	4,400
Steel - other	264		0
8212 - Steel - other - Ms Square Pipe - 90 mm X 90 mm x 3.5 mm - Kgs	59	0	0
8213 - Steel - other - Ms Square Pipe - 75 mm x 75 mm x 3 mm - Kgs	205	0	0
Steel - rebar	1		34

Category / Item Name	Balance Qty	Rate	Balance Value
8114 - Steel - rebar - TMT - 10mm - kgs	0	32	0
8115 - Steel - rebar - TMT - 12mm - kgs	0	32	13
8118 - Steel - rebar - TMT - 25mm - kgs	1	32	19
8120 - Steel - rebar - TMT - 8mm - kgs	0	33	2
Stone - granite	0		18
8506 - Stone - granite - Sadarali Grey - 19mm - sft	0	70	18
8534 - Stone - granite - Tan Brown - 19mm - Sft	0	70	1
Tools	54		2,060
9537 - Tools - Hacksaw blade - double - nos	35	10	350
9550 - Tools - Machine Blade - other - nos	18	95	1,710
9601 - Tools - Infra-red Thermometer - NA - Nos	1	0	0
Total Stock Value...			321,458

[illegible]

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

Company:	Modi Farm House(Hyd)LLp	Date:	30-01-2021		
Site:	Serene farms	Prepared by:	G.Siva prasad		
Report From / To	23-01-2021 to 30-01-2021	Approved by:	Syed.Golam Sarwar		
Report Date	30-01-2021				
List of requisitions numbers missing in the report: NIL					
List of requisitions where PO/WO not prepared 3 working days after requisitions:					
Req No.	Req Date	Serial No of item in Req	Item Description	Reason for not preparing PO/WO	
150473	13-1-21	1 TO 4	Bottle green ms sheet		
150468	20-1-21	1	Ss boards		
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	
150463	13-01-21	1	Booster pump	Supplier is arranging materials	
DC register Sl. No. during the week		From No.	NIL	To No	NIL
Items not ordered but received: NIL					
Items sent to HO /vendor that are pending for repair: NIL					
Other corrections & remarks: NIL					
Details	Project Manager		Admin Officer/Manager	Admin Audit	
Sign	Syed.Golam Sarwar		G.Siva prasad		
Date	30-01-2021		30-01-2021		

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaiya@modiproperties.com and rajumarn@modiproperties.com on every Saturday. 3. Admin office-s 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!