

| Reply to remarks on requisition by site report                                  |                  |                      |                                                |                          |                                                    |
|---------------------------------------------------------------------------------|------------------|----------------------|------------------------------------------------|--------------------------|----------------------------------------------------|
| Prepared by:                                                                    |                  | MINISH               |                                                |                          |                                                    |
| Report from/to                                                                  |                  | 06-03-21 TO 13-03-21 |                                                |                          |                                                    |
| Report Date                                                                     |                  | 18-03-2021           |                                                | Date                     |                                                    |
| Site:                                                                           |                  | GMR                  |                                                | 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 |                  |                      |                                                |                          |                                                    |
| 68669                                                                           | 23-01-21         | Submersible pump     | Delivered                                      |                          |                                                    |
| 68814                                                                           | 02-03-21         | RO Plant Auto Panel  | sent to MD Approval                            |                          |                                                    |
| 68815                                                                           | 02-03-21         | Filters              | sent to MD Approval                            |                          |                                                    |
| 68825                                                                           | 09-03-21         | Regal Beige          | Awaiting for material to receive               |                          |                                                    |
| 68827                                                                           | 09-03-21         | Regal Beige          | Awaiting for material to receive               |                          |                                                    |
| 68691                                                                           | 05-01-21         | WPC door frames      | Delivered                                      |                          |                                                    |
| 68723                                                                           | 02-02-21         | CPVC Pipes           | Delivered                                      |                          |                                                    |
| 68740                                                                           | 08-02-21         | Panel doors          | Delivered                                      |                          |                                                    |
| 68742                                                                           | 09-02-21         | CPVC Pipes           | Delivered                                      |                          |                                                    |
| 68745                                                                           | 10-02-21         | MS Stand             | partly delivered balance next week             |                          |                                                    |
| 68750                                                                           | 12-02-21         | Bathroom Tiles       | Collect from MPL/VISTA                         |                          |                                                    |
| 68751                                                                           | 12-02-21         | Bathroom Tiles       | Collect from MPL/VISTA                         |                          |                                                    |
| 68757                                                                           | 12-02-21         | Panel doors shutters | partly delivered balance pick it up from SSLLP |                          |                                                    |
| 68758                                                                           | 12-02-21         | Panel doors shutters | partly delivered balance pick it up from SSLLP |                          |                                                    |
| 68759                                                                           | 15-02-21         | Tan brown granite    | Collect from SOVLLP                            |                          |                                                    |
| 68782                                                                           | 22-02-21         | Panel door shutters  | partly delivered balance pick it up from SSLLP |                          |                                                    |
| 68784                                                                           | 23-02-21         | Country russo        | Collect from MPL/VISTA                         |                          |                                                    |
| 68787                                                                           | 23-02-21         | Country russo        | Collect from MPL/VISTA                         |                          |                                                    |
| 68785                                                                           | 23-02-21         | Tan brown granite    | Collect from SOVLLP                            |                          |                                                    |
| 68789                                                                           | 23-02-21         | Templates            | Collect from SSLLP                             |                          |                                                    |
| 68795                                                                           | 24-02-21         | PVC Pipes            | Delivered                                      |                          |                                                    |
| 68798                                                                           | 24-02-21         | Janata paste         | Delivered                                      |                          |                                                    |
| 68800                                                                           | 24-02-21         | Panel doors          | Delivered                                      |                          |                                                    |
| 68804                                                                           | 25-02-21         | PVC Pipes Socket     | Delivered                                      |                          |                                                    |
| 68809                                                                           | 02-03-21         | L-Angle              | Delivered                                      |                          |                                                    |
| 68818                                                                           | 08-03-21         | Gunny Bags           | Delivered                                      |                          |                                                    |

18/03/2021

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

|                  |                                                  |              |            |
|------------------|--------------------------------------------------|--------------|------------|
| Company:         | Modi realty Mallapur LLP                         | Date:        | 12.03.2021 |
| Site:            | Gulmohar residency                               | Prepared by: | M.Likhitha |
| Report From / To | 06.03.2021 to 13.03.2021<br>(Sunday to saturday) | Approved by: | Ram Prasad |
| Report Date      | 13.03.2021                                       |              |            |

List of requisitions numbers missing in the report\*: 68692,68791,

List of requisitions where PO/WO not prepared 3 working days after requisition:

| Req No. | Req Date   | S.no | Item Description    | Reason for not preparing PO/WO#   |
|---------|------------|------|---------------------|-----------------------------------|
| 68669   | 23.01.2021 | 1    | Submersible pump    | Delivery.                         |
| 68814   | 02.03.2021 | 1    | Ro plant auto panel | Sent to MD Approval               |
| 68815   | 02.03.2021 | 1    | filters             | " "                               |
| 68825   | 09.03.2021 | 1    | Regal beige         | Awaiting for Material to Receive. |
| 68827   | 09.03.2021 | 1    | Regal beige;        | do                                |

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\$                       |
|---------|------------|---------------------------|----------------------|-------------------------------------------------------------|
| 68691   | 05.01.2021 | 1 ✓                       | WPC door frames      | Po.No. 73621- supplier arranging for material               |
| 68723   | 02.02.2020 | 1 ✓                       | CPVC pipes           | Po.No. 74477-next week delivery                             |
| 68740   | 08.02.2021 | 1 ✓                       | Pannel Doors         | Po.No. 74636- partly recieved no stock at sslp              |
| 68742   | 09.02.2021 | 1 ✓                       | CPVC Pipe            | Po.No. 74679-partly recieved next week delivery             |
| 68745   | 10.02.2021 | 1 ✓                       | MS Stand             | Po.No. 74749- next week delivery                            |
| 68750   | 12.02.2021 | 1 ✓                       | Bathroom tiles       | Po.No. 74787- next week delivery                            |
| 68751   | 12.02.2021 | 1 ✓                       | Bathroom tiles       | Po.No. 74788- next week delivery                            |
| 68757   | 12.02.2021 | 1 ✓                       | Panel doors shutters | Po.No. 74798- next week delivery                            |
| 68758   | 12.02.2021 | 1 ✓                       | Panel doors shutters | Po.No. 74797- partly recieved next week delivery            |
| 68759   | 15.02.2021 | 1 ✓                       | Tan brown granite    | Po.No. 74885- No stock at SOV → collect from SOV.           |
| 68782   | 22.02.2021 | 1 ✓                       | Pannel door shutters | Po.No. 75160- No stock at SSLP → Partially Delivered        |
| 68784   | 23.02.2021 | 1 ✓                       | Country russo        | PO NO - 75149 . next week delivery → collect from HPL/VISIT |
| 68787   | 23.02.2021 | 1 ✓                       | Country russo        | PO NO - 75150 . next week delivery → do                     |
| 68785   | 23.02.2021 | 1 ✓                       | Tan brown granite    | Po.No. 75216- No stock at SOV → collect from SOV            |
| 68789   | 23.02.2021 | 1 ✓                       | Templates            | PO NO - 75211 . next week delivery → pick it up from SSLP.  |

|                                                                                      |                 |          |                                                                 |                                                  |             |
|--------------------------------------------------------------------------------------|-----------------|----------|-----------------------------------------------------------------|--------------------------------------------------|-------------|
| 68795                                                                                | 24.02.2021      | 1        | PVC pipe                                                        | PO NO - 75159 . partly recieved no stock at sslp | → Delivered |
| 68798                                                                                | 24.02.2021      | 4        | Janata paste                                                    | PO NO - 75170 . No stock at SSSLP                | → Delivered |
| 68800                                                                                | 24.02.2021      | 1        | Panel doors                                                     | Po.No. 75174- No stock at SSSLP                  | → Delivered |
| 68804                                                                                | 25.02.2021      | 4        | PVC pipe s/socket                                               | Po.No. 75261 partly recieved- No stock at SSSLP  | → Delivered |
| 68809                                                                                | 02.03.2021      | 1        | L angles                                                        | Po No. 75449- supplier arranging for material    | → Delivered |
| 68818                                                                                | 08.03.2021      | 1        | Gunny bags                                                      | Po.No.75433 No stock at SSSLP                    | → Delivered |
| N bNo. of gate passes issued this week:                                              |                 |          | 0                                                               | From No.                                         | 0 To 0      |
| Delivery van site visit on:                                                          |                 |          | 9.03.2021(Tuesday), 11.03.2021(thursday), 13.03.2021 (saturday) |                                                  |             |
| Inward report (MRN/other) & stock report emailed in pdf format to purchase?          |                 |          |                                                                 | Yes                                              |             |
| DC register Sl. No. during the week                                                  |                 | From No. | 1847                                                            | To No.                                           | 2008        |
| Items not ordered but received: nil                                                  |                 |          |                                                                 |                                                  |             |
| Items sent to HO /vendor that are pending for repair: 02 motors ( Dewatering pumps ) |                 |          |                                                                 |                                                  |             |
| Other corrections & remarks:                                                         |                 |          |                                                                 |                                                  |             |
| Details                                                                              | Project Manager |          | Admin Officer/Manager                                           |                                                  | Admin Audit |
| Sign                                                                                 |                 |          |                                                                 |                                                  |             |
| Date                                                                                 | 13/3/21         |          | 13/3/21                                                         |                                                  |             |

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 [rajumarn@modiproperties.com](mailto:rajumarn@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!