

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

Company:	GVDC		
Site:	Genopolis	Date:	20.03.2021
Report From / To	15.03.2021 to 20.03.2021	Prepared by:	Vineetha reddy
Report Date	20.03.2021	Approved by:	Narsing Rao

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#
13176	09.03.2021	01	Sd cards	Online purchase

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 ^s
13168	19.02.2021	01	M.s door frames	Will be get it on monday
13179	10.03.2021	01	Gunny bags	Will be get it on Monday (Vehicle und fitness)
13180	10.03.2021	01	Pcc cement bags	Will be get it on Monday (Vehicle und fitness)

No. of gate passes issued this week: 0 From No. To No.

Delivery van site visit on: -

Inward report (MRN/other) & stock report emailed in pdf format to purchase? Yes

DC register Sl. No. during the week From No. 10066 To No. 10067

Items not ordered but received: NIL

Items sent to HO / vendor that are pending for repair: 01(cannon camera)

Details: Project Manager Admin Officer/Manager Admin Audit
 Sign: [Signature] Certified by: R. vineetha
 Date: 20.03.2021

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately 2. Send this report to purchase@modiproperties.com, ashaya@modiproperties.com and 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, Local IDs 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 arrangement for material, 9. Purchase to send reply to this report within one week. 10. Follow up for WO is responsibility of engineers at site – purchase to write 'NA' in reply to this report. 11. Admin officers/manager must call all suppliers on a daily basis for follow-up – DO NOT CALL PURCHASE!

Stock List - Till Date : 20-03-2021

Company : G V Discovery Center Pvt Ltd

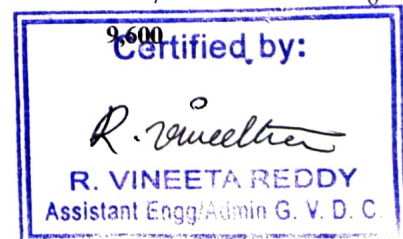
Location : 119, 191 Synergy Square 1

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Category / Item Name	Balance Qty	Rate	Balance Value
Building material	180		5,740
1005 - Building material - Cement Solid Blocks - 6 In x8 In x16 In - nos	100	27	2,700
1012 - Building material - Polyester Fibres - 6mm - pkts	80	38	3,040
Carpentry - doors	60		4,500
2007 - Carpentry - doors - Flush Door - 30mm - other - sft	60	75	4,500
Carpentry - hardware	10		1,400
2148 - Carpentry - hardware - Plastic gampa - other - nos	10	140	1,400
Cement	2		472
3002 - Cement - PPC - 50kgs - bags	2	236	472
Consumables	308		3,399
4001 - Consumables - Air Freshner - NA - nos	1	40	40
4006 - Consumables - Bucket - other - nos	1	114	114
4026 - Consumables - Dust bin - NA - nos	1	50	50
4034 - Consumables - Gunny Bag - other - nos	300	10	2,850
4040 - Consumables - Mopping Cloth - NA - nos	3	15	45
4041 - Consumables - Mopping stick - NA - nos	1	100	100
4112 - Consumables - Sanitizer - 500 ml - Nos	1	200	200
Electrical - other	12		1,500
4596 - Electrical - other - MCB - 16Amps - nos	12	125	1,500
Miscellaneous	84		17,390
6040 - Miscellaneous - Tefflon tape - NA - nos	10	14	140
6066 - Miscellaneous - Armor Board - NA - Nos	20	675	13,500
6124 - Miscellaneous - Conceret Shoe - Others - pair	4	0	0
6164 - Miscellaneous - Safety Jacket - NA - Nos	50	75	3,750
Plumbing - CPVC	1		440
10216 - Plumbing - CPVC - Pipe - 1 1/4 In - nos	1	440	440
Plumbing - GI	20		500
7329 - Plumbing - GI - Clamp - other - nos	20	25	500
Plumbing - other	46		1,170
7135 - Plumbing - other - Manhole round covers - - other - nos	4	0	0
7160 - Plumbing - other - RCC gully trap cover - 12 In x9 In x1 In - nos	2	105	210
7353 - Plumbing - other - Green Hose pipe - Other - Mtrs	40	24	960
Stationery - other	36		1,089
7514 - Stationery - other - Cello Tape - other - nos	5	30	150
7542 - Stationery - other - Ledger Paper - NA - bundles	1	390	390
7543 - Stationery - other - Long Note Book - NA - nos	1	24	24
7555 - Stationery - other - Paper - A4 - bundles	2	185	370
7560 - Stationery - other - Pen - NA - nos	5	5	25
7571 - Stationery - other - Projects folder - NA - nos	15	6	89
7594 - Stationery - other - Stapler pin - other - boxes	7	6	42
Steel - rebar			

302,385

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Category / Item Name	Balance Qty	Rate	Balance Value
8116 - Steel - rebar - TMT - 16mm - kgs	3,600	32	113,400
8119 - Steel - rebar - TMT - 32mm - kgs	6,000	32	188,985
Tools	96		10,560
9513 - Tools - Crowbar - other - nos	10	650	6,500
9545 - Tools - Helmet - other - nos	10	52	520
9566 - Tools - Shavels - other - nos	10	0	0
9570 - Tools - Spade with handle - NA - nos	6	90	540
9593 - Tools - Labour helmet male - NA - Nos	60	50	3,000
	Total Stock Value...		350,545

APPROVED BY

20 MAR 2021

K. NARSINGA RAO
Project Manager

(Signature)

Certified by:

R. Vineeta

R. VINEETA REDDY
Assistant Engg/Admin G. V. D. C.

MODI Properties

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