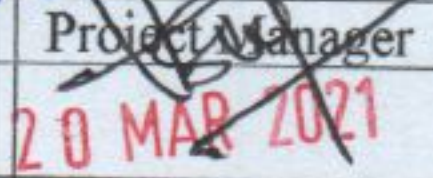
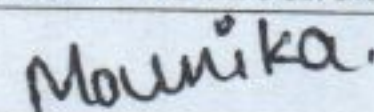


Remarks from site on the 'Requisition by Site Report' of purchase division

Company:	GVRC		Date:	20.03.2021	
Site:	Innopolis		Prepared by:	Mounika	
Report From / To	13.03.2021 To 19.03.2021		Approved by:	Venkatesh	
Report Date	20.03.2021				
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		Item Description	Reason for not preparing PO/WO#	
163355	10.02.2021	1	Automatic service lift	MD's Finalise the rates	
163357	10.02.2021	1	Automatic passenger lift	Revised po to be issue	
163372	18.02.2021	1	Open well submersible pump	Po to be issue	
163374	19.02.2021	1	Biometric device charger	Po to be issued	
163397	11.03.2021	1	Auto starter	Po to be issued	
163400	11.03.2021	1	Automatic cutoff starter	Po to be issued	
List of requisitions where PO/WO is prepared and items have not been received at site beyond the lead time:					
163384	26.02.2021	1	Gunny bags	Monday it will be delivery	
163401	13.03.2021	1	Water bubbles	Monday it will be delivery	
163403	13.03.2021	1	25 sq mm armoured cable	Monday it will be delivery	
163404	13.03.2021	1	2" pvc pipe	Monday it will be delivery	
163405	16.03.2021	1-4	Projects folder & fevistic	Monday it will be delivery	
163406	16.03.2021	1	Measuring tapes with spirit level	Monday it will be delivery	
163407	18.03.2021	1	Aluminium service wire	Monday it will be delivery	
163408	19.03.2021	1-2	Ring binder files	Monday it will be delivery	
No. of gate passes issued this week:			Nil	From No.	Nil To No. Nil
Delivery van site visit on:			13 th to 19th		
Inward report (MRN/other) & stock report emailed in pdf format to purchase?				Yes	
DC register Sl. No. during the week		From No.	2699	To No.	2735
Items not ordered but received: Nil					
Items sent to HO /vendor that are pending for repair:					
Other corrections & remarks:					
Details	Project Manager		Admin Officer/Manager		Admin Audit
Sign					
Date	20.03.2021		20.03.2021		20.03.2021

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

MODI Properties

Stock List - Till Date : 20-03-2021

Company : G V Reserch Centers Pvt Ltd

Location : Innopolis

Pages : 1 of 2

Category / Item Name	Balance Qty	Rate	Balance Value
Carpentry - doors	7		10,161
2007 - Carpentry - doors - Flush Door - 30mm - other - sft	3	75	225
2340 - Carpentry - doors - Panel Door 30 mm - 32 In x 80 In - Nos	4	2,484	9,936
Carpentry - hardware	94		4,146
2051 - Carpentry - hardware - Binding wire - 20 guage - kgs	91	41	3,726
2148 - Carpentry - hardware - Plastic gampa - other - nos	3	140	420
Cement	380		89,680
3002 - Cement - PPC - 50kgs - bags	380	236	89,680
Consumables	90		630
4057 - Consumables - Sponges - NA - nos	90	7	630
Electrical - conducting	199		2,508
4777 - Electrical - conducting - Junction Box - 25mm - nos	99	16	1,584
4780 - Electrical - conducting - PVC stripe connector - NA - nos	40	13	504
4803 - Electrical - conducting - PVC Round Cover - 3 In - nos	60	7	420
Electrical - other	53		3,105
4585 - Electrical - other - Insulation tape - NA - nos	20	8	160
4603 - Electrical - other - MCB - 10Amps - nos	8	99	792
4605 - Electrical - other - MCB - 6Amps - nos	10	125	1,250
4631 - Electrical - other - Modular Plate - 6way - nos	9	51	459
4632 - Electrical - other - Modular Platc - 8way - nos	6	74	444
Electrical - wires	50		0
4695 - Electrical - wires - Copper flat wire - 3core - mtrs	50	0	0
Miscellaneous	5,000		6,500
6094 - Miscellaneous - Spacers - Other - nos	5,000	1	6,500

20-03-2021 12:08:23



Category / Item Name	Balance Qty	Rate	Balance Value
Paints	2		1,200
6549 - Paints - White Cement - 25kgs - bags	2	600	1,200
Stationery - other	25		609
7578 - Stationery - other - Ring Binder - other - nos	1	194	194
7584 - Stationery - other - Scribbling Pads - other - nos	15	15	225
7593 - Stationery - other - Stapler - other - nos	4	40	160
7594 - Stationery - other - Stapler pin - other - boxes	5	6	30
Steel - other	529		31,767
8014 - Steel - other - MS Flat Patti - other - kgs	49	35	1,698
8022 - Steel - other - MS L angle - 1 In x3mm - kgs	207	0	0
8106 - Steel - other - Sq. pipe - 50mmx50mm - kgs	38	0	0
8111 - Steel - other - Sq. Rod - 12mm - kgs	108	229	24,693
8225 - Steel - other - Ms Z Angle Templates - 4 ft X 4 ft - Rft	128	42	5,376
Steel - rebar	2,000		63,000
8115 - Steel - rebar - TMT - 12mm - kgs	2,000	32	63,000
Tools	133		5,312
9537 - Tools - Hacksaw blade - double - nos	50	10	500
9545 - Tools - Helmet - other - nos	10	52	520
9566 - Tools - Shavels - other - nos	2	0	0
9570 - Tools - Spade with handle - NA - nos	19	90	1,710
9591 - Tools - Safety Indication Ribbon - NA - nos	4	460	1,841
9593 - Tools - Labour helmet male - NA - Nos	6	50	300
9600 - Tools - mask - NA - Nos	42	11	441
Total Stock Value...			218,618

20-03-2021 12:08:23



MODI Properties

Stock List - Till Date : 20-03-2021

Company : G V Reserch Centers Pvt Ltd

Location : Innopolis

Pages : 1 of 1

Category / Item Name	Balance Qty	Rate	Balance Value
Carpentry - doors	7		10,161
Carpentry - hardware	94		4,146
Cement	380		89,680
Consumables	90		630
Electrical - conducting	199		2,508
Electrical - other	53		3,105
Electrical - wires	50		0
Miscellaneous	5,000		6,500
Paints	2		1,200
Stationery - other	25		609
Steel - other	529		31,767
Steel - rebar	2,000		63,000
Tools	133		5,312
Total Stock Value...			218,618

20-03-2021 12:08:23

