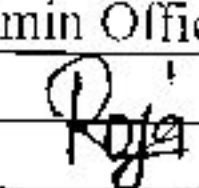


Remarks from site on the 'Requisition by Site Report' of purchase division

Company:	Modi Realty Miryalaguda LLP	Date:	10-04-2021			
Site:	AVR Gulmohar Homes	Prepared by:	Roja			
Report From / To	05-04-2021 to 10-04-2021	Approved by:				
Report Date	10-04-2021					
List of requisitions numbers missing in the report*: 165296.						
List of requisitions where PO/WO not prepared 3 working days after requisition:						
Req No.	Req Date	Serial no of Req.	Item Description	Reason for not preparing PO/WO*		
165314	05.02.2021	2	Visiting cards for names	Req. Sent for MD's approval.		
165317	10.03.2021	3	MS telescopic pole, Gazette Plate of pole, washers.	Req. Sent for MD's approval.		
165296	11-02-2021	1 to 8	AL Windows	Missing Req.		
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		
165235	4.1.2021	1 to 8	Al. windows	90% received ; remaining will delivered by next week		
165250	4.1.2021	1 to 5	Door frames	90% received ; remaining will delivered by next week		
165257	5.01.2021	2	Pavers & parking tiles	80% received ; remaining will delivered by next week		
165275	12.01.2021	1 to 10	TAN Brown Granite materials	Will be delivered by next week		
165310	22-02-2021	1 to 09	Penal door	50% received ; remaining will delivered by next week		
165324	19-03-2021	1	Earth beige	90% received ; remaining will delivered by next week		
165325	19-03-2021	1 to 5	Cuntry cafe	Ready for supplies		
165328	18-03-2021	1 to 2	Blade, Araldite	50% received ; remaining will delivered by next week		
165334	26-03-2021	1 to 7	Grills	90% received ; remaining will delivered by next week		
165336	26-03-2021	1 to 20	Bath room tiles	50% received ; remaining will delivered by next week		
165339	02-04-2021	1 to 2	Wipro flood light-day light	90% received ; remaining will delivered by next week		
165345	09-04-2021	1 to 3	Sliding windows	Ready for supplies		
No. of gate passes issued this week:		2	From No.	1431	To No.	1432
Delivery van site visit on:		09-04-2021				
Inward report (MRN/other) & stock report emailed in pdf format to purchase?				Yes		
Items not ordered but received: Tool for repairing purpose at H.O						
Other corrections & remarks: We have sent to H.O						
Details of steel & cement stock						
Sl. No	Tor size	Wt per mtr. - kgs	Wt. for 12 mtr rod - kgs	Stock at site - no of rods	Stock at site in Kgs	Previous stock in Kgs
1.	8mm	.395	4.74	48	228	341.28
2.	10mm	.617	7.404	90	666.36	799.652
3.	12mm	.89	10.68			
4.	16mm	1.58	18.96			
5.	20mm	2.47	29.64			
6.	25mm	3.86	46.32			

7.	32mm	6.32	75.84			
8.	Binding wire					0
OPC stock		OPC last weeks stock		PPC/PSC stock	319	390
Details	Project Manager			Admin Officer/Manager		Admin Audit
Sign						
Date						

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