

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

Company:	GV Discovery center pvt ltd	Date:	17.04.2021
Site:	Genopolis	Prepared by:	R. Vineetha reddy
Report From / To	11.04.2021 to 17.04.2021 (Friday to Saturday)	Approved by:	K. Narsing Rao
Report Date	17.04.2021		
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	Serial no of item in Req.	Item Description
13191	19.03.2021	01	Air Coolers
			Po not issued
Reason for not preparing PO/WO#			
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
13180	10.03.2021	01	Pcc cement
13202	09.04.2021	01&02&03	Safety jackets
			Monday we will pick up from SSLP Monday we will pick up from Supplier
Details of discussion with supplier ⁵			
No. of gate passes issued this week:	0	From No.	-
Delivery van site visit on:	10 th , 11 th , 12 th , 13 th	To No.	-
Inward report (MRN/other) & stock report emailed in pdf format to purchase?			Yes
Items not ordered but received:			
Other corrections & remarks:			
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
			-
2.	10mm	.617	7.404
			500
			0
3.	12mm	.89	10.68
			357
			3814 kgs
4.	16mm	1.58	18.96
			2229
			42275 Kgs
5.	20mm	2.47	29.64
			80
			2400 kgs
6.	25mm	3.86	46.32
			20
			926 Kgs
7.	32mm	6.32	75.84
			102
			7684 kgs
8.	Binding wire		25 kg(per bundle)
			22
			550 kgs
			900 kgs
OPC stock		OPC last weeks stock	PPC/PSC stock
			-
Details		Project Manager	Admin Officer/Manager
Sign			Admin Audit
Date		16.04.2021	16.04.2021

Notes: 1 * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashwarya@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, 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 : 16-04-2021

Company : G V Discovery Center Pvt Ltd

Location : 119, 191 Synergy Square I

Pages : 1 of 1

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 - Polyster 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	1,682		83,925
2145 - Carpentry - hardware - Nut bolts - Others - kgs	982	85	83,470
2280 - Carpentry - hardware - Machine Screws - Others - nos	700	1	455
Consumables	545		5,171
4009 - Consumables - Coconut Broom - other - nos	29	9	261
4032 - Consumables - Gloves - NA - pairs	14	0	0
4034 - Consumables - Gunny Bag - other - nos	500	10	4,750
4071 - Consumables - Wiper - Other - nos	2	80	160
Electrical - other	11		1,375
4596 - Electrical - other - MCB - 16Amps - nos	11	125	1,375
Steel - other	211		3,115
8014 - Steel - other - MS Flat Patti - other - kgs	89	35	3,115
8027 - Steel - other - MS L angle - 3/4 In x3mm - kgs	116	0	0
8131 - Steel - other - Ms-doors - Other - nos	6	0	0
Steel - rebar	9,600		302,385
8116 - Steel - rebar - TMT - 16mm - kgs	3,600	32	113,400
8119 - Steel - rebar - TMT - 32mm - kgs	6,000	32	188,985
Total Stock Value...			406,211

MODI Properties

Stock List - Till Date : 16-04-2021

Company : G V Discovery Center Pvt Ltd

Location : 119, 191 Synergy Square 1

Category / Item Name

Balance Qty

Rate

Pages : 1 of 1

Balance Value

Building material			
Carpentry - doors	180		5,740
Carpentry - hardware	60		4,500
Consumables	1,682		83,925
Electrical - other	545		5,171
Steel - other	11		1,375
Steel - rebar	211		3,115
	9,600		302,385
		Total Stock Value...	406,211