

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

Company:	GV Discovery center pvt ltd	Date:	24.04.2021
Site:	Genopolis	Prepared by:	R. Vineetha reddy
Report From / To	18.04.2021 to 24.04.2021 (Sunday to Saturday)	Approved by:	K. Narsing Rao
Report Date	24.04.2021		

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	Reason for not preparing PO/WO*
13191	19.03.2021	01	Air Coolers	Po not issued
13209	15.04.2021	1 4	Sanitizer Infrared thermometer	Po not issued

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
13180	10.03.2021	01	Pcc cement	Remaining 50 bags, Monday we will pick up from SSLLP.
13203	09.04.2021	01 to 3	Safety helmets	Monday we will pick up from Supplier.
13205	14.04.2021	01&02	Pen drive and sd cards	Online Purchase
13208	15.04.2021	01	Laptop bag	Online Purchase

No. of gate passes issued this week:

Nil	From No.	Nil	To No.	Nil
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Delivery van site visit on: 20th, 22nd & 23rd

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

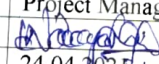
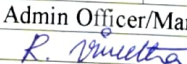
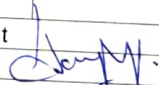
Items not ordered but received:

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	160	759 Kgs	759 Kgs
2.	10mm	.617	7.404	0		0
3.	12mm	.89	10.68	257	2744 Kgs	3814 kgs
4.	16mm	1.58	18.96	1600	30336 Kgs	42275 Kgs
5.	20mm	2.47	29.64	80	2400 kgs	2400 kgs
6.	25mm	3.86	46.32	20	926 Kgs	926 Kgs
7.	32mm	6.32	75.84	70	5308 Kgs	7684 kgs
8.	Binding wire		25 kg(per bundle)	10	250 Kgs	550 kgs

OPC stock	OPC last weeks stock	PPC/PSC stock	50	PPC/PSC last weeks stock	-
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Details	Project Manager	Admin Officer/Manager	Admin Audit
Sign			
Date	24.04.2021	24.04.2021	24.04.2021

Notes: 1 * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, asharya@modiproperties.com and rajumam@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 : 24-04-2021

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

1005 - Building material - Cement Solid Blocks - 6 In x8 In x16 In - nos

180

5,740

1012 - Building material - Polyster Fibres - 6mm - pkts

100

27

2,700

Carpentry - doors

80

38

3,040

2007 - Carpentry - doors - Flush Door - 30mm - other - sft

60

4,500

Carpentry - hardware

60

75

4,500

2145 - Carpentry - hardware - Nut bolts - Others - kgs

1,682

83,925

2280 - Carpentry - hardware - Machine Screws - Others - nos

982

85

83,470

Consumables

700

1

455

4009 - Consumables - Coconut Broom - other - nos

546

5,171

4032 - Consumables - Gloves - NA - pairs

29

9

261

4034 - Consumables - Gunny Bag - other - nos

14

0

0

4070 - Consumables - Batteries - other - nos

500

10

4,750

4071 - Consumables - Wiper - Other - nos

1

0

0

Electrical - other

2

80

160

4596 - Electrical - other - MCB - 16Amps - nos

11

1,375

Steel - other

11

125

1,375

8014 - Steel - other - MS Flat Patti - other - kgs

211

3,115

8027 - Steel - other - MS L angle - 3/4 In x3mm - kgs

89

35

3,115

8131 - Steel - other - Ms-doors - Other - nos

116

0

0

Steel - rebar

6

0

0

8116 - Steel - rebar - TMT - 16mm - kgs

9,600

302,385

8119 - Steel - rebar - TMT - 32mm - kgs

3,600

32

113,400

6,000

32

188,985

Total Stock Value...

406,211

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MODI Properties

Stock List - Till Date : 24-04-2021
 Company : G V Discovery Center Pvt Ltd
 Location : 119, 191 Synergy Square 1

Category / Item Name		Pages : 1 of 1	
		Balance Qty	Balance Value
Building material		180	5,740
Carpentry - doors		60	4,500
Carpentry - hardware		1,682	83,925
Consumables		546	5,171
Electrical - other		11	1,375
Steel - other		211	3,115
Steel - rebar		9,600	302,385
Total Stock Value...			406,211