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

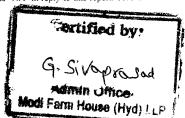
Company: Serene		rene constructions llp	constructions llp Date		08-05-2021			
		rene farms		red by:	G.siva prasad	s.siva prasad		
		-05-2021 to 08-05-202		oved by:	Syed golam sa	nrwar		
1		-05-2021						
List of requisit		ers missing in the repor	rt*:					
List of requisit	ions where	PO/WO not prepared	3 working days a	after requisition:				
Req No. Req Date			SI. Of Item Description requisition		escription Reason for not prepari			
150521	21-04-2	21 1	Telescopic po	Telescopic poles for street light				
150523	23-04-2	21 2	sanitizers			No.		
List of requisit	ions where	PO/WO is prepared as	nd items have not	been received	at site beyond the	lead time:		
Req No. Req Date			Item Description		Details of	Details of discussion with supplier ^s		
•		item in Req.						
150483	13-02-2	21 1,2				plier is arranging materials		
150487	18-02-2	21 1 to 4		Current Tour		ier is arranging materials		
150514	31-03-	21 2	Tan brown gr	anite	Supplier is arranging material			
150518	19-04-		Cp materials		Suppl	Supplier is arranging materials		
9,10						C. I'm is a section and a section in the		
150519	19-04-		Sanitary			Supplier is arranging materials		
150520	19-04-2		Cpvc pipe,co	upling,union		Supplier is arranging materials		
150522	22-04-2		Ceiling fans			Supplier is arranging materials		
150523	23-04-2			Pvc gampa		pplier is arranging materials		
150524	26-04-2					pplier is arranging materials		
150527	26-04-2			Ms round pipe		Supplier is arranging materials		
150528	26-04-2			Led lights		Supplier is arranging materials		
150529	27-04-2			Cp square jali		Supplier is arranging materials		
150530	04-05-2			Bulk head lights		Supplier is arranging materials		
150532	05-05-2		Lappam bags			Supplier is arranging materials		
No. of gate pa	sses issued	this week:	. Nil	From No.	1	Го No		
Delivery van s				****	07/04/21			
Inward report	(MRN/othe	er) & stock report ema	k report emailed in pdf format to purchase?			Yes / No		
Items not orde	ered but rec	eived:						
Other correcti	ons & rema	ırks:						
Details of stee								
Sl. No	Tor size	Wt per mtr	Wt. for 12 mtr	Stock at site	Stock at site in	Previous stock in Kgs		
		kgs	rod – kgs	- no of rods	Kgs	1100		
1.	8mm	.395	4.74	_	-	-		
2.	10mm	.617	7.404	_	-	-		
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 w							
OPC stock	nil	OPC last	nil	PPC/PSC	7 bags	PPC/PSC last 12 bags		
		weeks stock		stock		weeks stock		
Details		Project Manage	Project Manager		er/Manager	Admin Audit		
Sign		08-05-2021		08-05-2021				

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to <u>purchase@modiproperties.com</u>, <u>ashaiya@modiproperties.com</u> and <u>rajkumarn@modiproperties.com</u> on every Saturday. 3. Admin offices shall not leave the site without ompleting 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 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!

Certified by:

G. Sivaprasod S.R. ENGINEER Modi Farm House (Hyd) LLP Page 1 of 1



Prepared by:		T.D. Murthy			
Report Date		08-05-2021			
Site		Serene Constructions LLP			
List of requisitions Where PO/WO not prepared 3 working days after requisition:		WO not prepared 3 working days after requisition:			
Requisition	Requisition	M-ti-1Di-ti	Purchase Officer - Remarks	Material	If material is not delivered -
No	Date	Material Descscription		delivered?	is delay justified?
150521	21-04-2021	Telescopic Poles for Street Light	Estimate to be prepare		
150523	23-04-2021	Sanitizers	PO to be issue		
List of requisi	tions Where PO/	WO is prepared and items have not received at site			
150483	13-02-21	Hob and Chimney	Supplier arranging for material		
150514	31-03-21	Tanbrown Granite	Partly delivered, balance next week		
150487	18-02-21	Curtain Rod with Brackets	Next week delivery		
150514	31-03-21	Tanbrown Granite	Next week delivery		
150518	19-04-21	CP Materials	Next week delivery		
150519	19-04-21	Sanitary materials	Next week delivery		
150520	19-04-21	CPVC Pipe & Coupling, Unions	Next week delivery		
150522	22-04-21	Ceiling Fans	Next week delivery		
150523	23-04-21	PVC Gampas	Next week delivery		
150524	26-04-21	PPC Cement	Next week delivery		
150527	26-04-21	MS Round pipes	Next week delivery		
150528	26-04-21	Led Lights	Next week delivery		
150529	27-04-21	CP Square Jali	Next week delivery		
150530	04-05-21	Bulk Head Lights	Next week delivery		
150532	05-05-21	Luppam bags	Next week delivery		