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

| Company:        |              | Witness Towns | TO TO THE                | OIL III TEMU                                  | -               | Secretaine de la constant de la cons | DVII.                          |                                      |             |                  |         |  |  |  |  |  |
|-----------------|--------------|---------------|--------------------------|---|-----------------|---|--------------------------------|--------------------------------------|-------------|------------------|---------|--|--|--|--|--|
| Site:           |              | Milaini       | Estates                  |   | Da              |   |                                | -                                    | 08-05-2021  |                  |         |  |  |  |  |  |
| Report From     | n/To         | 3.05.2        | Estates                  |   |                 | pared by:   |                                | Kavith                               | <u>a</u>    |                  |         |  |  |  |  |  |
| Report Date     |              | 00 00         | 021 TO 8-05-2            | A CONTRACTOR OF THE PERSON NAMED IN           | Δp              | proved by:  |                                | Akhil                                |             |                  |         |  |  |  |  |  |
| List of requ    | igitions nue | 08-05-        | 2021<br>issing in the re |   |                 |   |                                |                                      |             |                  |         |  |  |  |  |  |
| List of requ    | igitions wh  | noers m       | issing in the re         | port';  |                 |   |                                |                                      |             |                  |         |  |  |  |  |  |
| Req No.         | Dag Dag      | Data          | WO not prepare           | ed 3 working                                  | g day           | s after requis  | sition:                        |                                      |             |                  |         |  |  |  |  |  |
|                 |              |               | Serial no o              | i liten                                       | n De            | scription   | Reason for not preparing PO/WO |                                      |             |                  |         |  |  |  |  |  |
| 175157          | 21-01-       | 2021          | 01                       | SS boar                                       | rda             |   | Hold by MD                     |                                      |             |                  |         |  |  |  |  |  |
| 175250          | 10-04-       |               | 01                       | THE RESERVE AND ADDRESS OF THE PARTY NAMED IN | Parking Benches |   |                                | mate to be                           | 25020       |                  |         |  |  |  |  |  |
| 175252          | 10-04-       |               | 01 to 04                 | MS Squ  |                 |   |                                | o be issue                           |             | ile .            |         |  |  |  |  |  |
| 175260          | 17-04-       |               | 01                       | Labour  |                 |   |                                | o be issue                           |             |                  |         |  |  |  |  |  |
| 175265          | 19-04-       | 2021          | 01                       | Street I                                      | ighte           |   | Deti                           | note to be                           |             |                  |         |  |  |  |  |  |
| List of requ    | isitions who | re PO/V       | VO is prepared           | and items ha                                  | ave n           | ot been recei   | ved at                         | site bevor                           | prepa       | lead time:       |         |  |  |  |  |  |
| Req No.         | Req          | Date          | Serial no of             | Item  | Des             | cription  | Ved at                         | Details                              | of die      | cussion with sun | lia-\$  |  |  |  |  |  |
|                 |              |               | item in Req.             |   | Des             | cription  |                                | Details of discussion with supp      |             |                  |         |  |  |  |  |  |
| 175243          | 20-03-       | 2021          | 01                       |   | Bison Board     |   |                                | will pick from suppli                |             |                  |         |  |  |  |  |  |
| 175246          | 27-03-       |               | 01                       | Panel De                                      |                 |   |                                | We will pick from SSLLP              |             |                  |         |  |  |  |  |  |
| 175267          | 24-04-       | 02021         | 01 to 04                 | HDPE p  |                 |   |                                | Supplier will arranging the material |             |                  |         |  |  |  |  |  |
| 175277          | 04-05-       |               | 01                       | Hand glo                                      |                 |   |                                | We will pick from suppli             |             |                  |         |  |  |  |  |  |
| NET C           |              |               |                          | - Junio Bir                                   | 0000            |   | 1101                           | viii pick ii                         | om su       | рри              | ~       |  |  |  |  |  |
| No. of gate p   | oasses issue | d this w      | cck:                     |   | 1               | From No.  | NIL                            |                                      | Γο Νο       |                  |         |  |  |  |  |  |
| Delivery var    |              |               |                          | 5-05-202                                      | 21              |   |                                |                                      | 10 110      | •                |         |  |  |  |  |  |
| Inward repor    | rt (MRN/otl  | ier) & si     | tock report ema          | ailed in pdf fo                               | orma            | t to purchase   | ?                              | T                                    |             | Yes              |         |  |  |  |  |  |
| Items not ord   | dered but re | ceived:       | •                        |   |                 | par on as   |                                |                                      |             |                  |         |  |  |  |  |  |
| Other correc    |              |               |                          |   |                 |   |                                |                                      |             |                  |         |  |  |  |  |  |
| Details of sto  |              |               | Cemer                    | nt bags at site                               | 210             | hage  |                                |                                      |             |                  |         |  |  |  |  |  |
| Sl. No Tor size |              |               | Wt per mtr               | Wt. for 12                                    | mtr             | Stock at si   | te S                           | tock at sit                          | e in        | Previous stock   | in Voc  |  |  |  |  |  |
|                 |              |               | gs                       | rod – kgs                                     |                 | - no of rod   |                                | gs                                   | C III       | Frevious stock   | III Kgs |  |  |  |  |  |
| 1.              | 8mm          |               | .395                     |   | 4.74            | 110 01 100  |                                | il                                   |             |                  |         |  |  |  |  |  |
| 2.              | 10mm         |               | .617                     |   | 404             |   |                                | il                                   |             |                  |         |  |  |  |  |  |
| 3.              | 12mm         |               | .89                      | 10.68   |                 |   | n                              |                                      |             |                  |         |  |  |  |  |  |
| 4.              | 16mm         |               | 1.58                     | 18.96   |                 |   |                                | nil                                  |             |                  |         |  |  |  |  |  |
| 5.              | 20mm         |               | 2.47                     | 29  | 0.64            |   | n                              | nil                                  |             |                  |         |  |  |  |  |  |
| 6.              | 25mm         |               | 3.86                     | 46  | 5.32            |   |                                | nil                                  |             |                  |         |  |  |  |  |  |
| 7.              | 32mm         |               | 6.32                     | 75  | .84             |   | n                              |                                      |             |                  |         |  |  |  |  |  |
| 8.              | Binding wire |               |                          |   |                 |   | n                              |                                      |             |                  |         |  |  |  |  |  |
| OPC stock       |              |               | PC last                  |   |                 | PPC/PSC   |                                |                                      | PI          | PC/PSC last      |         |  |  |  |  |  |
|                 |              |               | eeks stock               |   |                 | stock   |                                |                                      | weeks stock |                  |         |  |  |  |  |  |
| Details         |              | P             | roject Manager           | •   |                 | Admin Offi  | icer/M                         | anager                               |             | Admin Audit      |         |  |  |  |  |  |
| ign             |              |               |                          |   |                 |   |                                |                                      | 1-5         |                  |         |  |  |  |  |  |
| Date            |              |               |                          |   |                 |   |                                |                                      |             |                  |         |  |  |  |  |  |

Notes: 1. Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to <a href="mailto:purchase@modiproperties.com">purchase@modiproperties.com</a>, ashaiya@modiproperties.com and raikumarn@modiproperties.com 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, 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:

Project Manager
Nilgiri Estates

|  | 1  |  | 7  | A Unique Manager   | -  | eri periodi.   | ilg-   |  |  |  |  |                   |           |  |  |                | 1                |       |                     |        |                          | lv.                                       |                                       |               | 2 50<br>2 50<br>2 50 |   |        |               |                |               | 149  |            |               |                        |
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