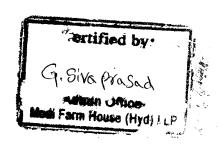
Prepared by:		T.D. Murthy			
Report Date		29-05-2021			
Site		Modi Farm House HYD LLP			
List of requisi	tions Where PO/	WO not prepared 3 working days after requisit	ion:		
Requisition No	Requisition Date	Material Descscription	Purchase Officer - Remarks	Material delivered?	If material is not delivered - is delay justified?
Nil	Nil	Nil	Nil	Nil	Nil
List of requisi		WO is prepared and items have not received a	t site		
150531	04-05-2021	Hedge & Pruninig cutter	Next week delivery		

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

Company: Mo		Modi farm house(hyd)llp		te:	22-05-2021					
		rene farms		pared by:	G.siva pras	The state of the s				
Report From / To 15-05		-05-2021 to 22-05-2		proved by:		Syed golam sarwar				
Report Date		-05-2021		<u> </u>	, ,	THE PARTY OF THE P				
List of requis	sitions numbe	rs missing in the rep	ort*:			110 00 110 00 00 00 00 00 00 00 00 00 00				
List of requisitions where PO/WO not prepared 3 working days after requisition:										
Req No. Req Date		te Sl. Of		n Description		Reason for not preparing PO/WO#				
				•		L-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1				
List of requisitions where PO/WO is prepared and items have not been received at site beyond the lead time:										
Req No.	Req Dar			Description Det		ils of discussion with supplier ^{\$}				
1,50501			item in Req.							
150531	04-05-2	1 1,2	Hedge a	nd pruning cutters	s Sup	plier is arranging materials				
NITT.	·									
No. of gate p	asses issued t	nis week:	Nil	From No.	To	No.				
Delivery van	site visit on:			09/						
Inward repor	t (MRN/other) & stock report ema	iled in pdf form	at to purchase?		Yes / No				
	ered but recei			1		1,000				
	ions & remar									
Details of ste										
Sl. No	Tor size	Wt per mtr	Wt. for 12 mtr	Stock at site	Stock at site in	n Previous stock in Kgs				
		kgs	rod – kgs	- no of rods	Kgs	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1				
1.	8mm	.395	4.74	1 -	-	-				
2.	10mm	.617	7.404	ļ. <u>-</u>	-	-				
3.	12mm	.89	10.68	3 -	-	-				
4.	16mm	1.58	18.96	5 -	-	-				
5.	20mm	2.47	29.64	l -	-	-				
6.	25mm	3.86	46.32	2 _	_	-				
7.	32mm	6.32	75.84	-	_	-				
8.	Binding wire									
OPC stock	nil	OPC last	nil	PPC/PSC	Nil	PPC/PSC last nil				
		weeks stock		stock		weeks stock				
Details		Project Manage	r	Admin Officer/Manager		Admin Audit				
Sign										
Date		22-05-2021	22-05-2021							

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>raikumann@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, 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!



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Certified by:

G. Siva Prasad

S.R. ENGINEER

Modi Farm House (Hyd) LLP