T.D. Murthy								
29-05-2021								
Silver Oak Villas - III								
List of requisitions Where PO/WO not prepared 3 working days after requisition:								
Maria Danier	D 1 000 D 1	Material	If material is not delivered -					
Material Descscription	Purchase Officer - Remarks	delivered?	is delay justified?					
Landline Telephone	PO issued	_	-					
Biometric Machine	Under estimate							
List of requisitions Where PO/WO is prepared and items have not received at site								
WPC Door frames	Partly delivered, Balance on Monday							
Tandoor Stones	Next week delivery							
CPVC Material	Delivered							
Syntex Water Tanks	Next week delivery							
	-							
/	29-05-2021 Silver Oak Villas - III /WO not prepared 3 working days after requisition Material Descscription Landline Telephone Biometric Machine	29-05-2021 Silver Oak Villas - III WO not prepared 3 working days after requisition: Material Descscription Purchase Officer - Remarks Landline Telephone PO issued Under estimate WO is prepared and items have not received at site WPC Door frames Partly delivered, Balance on Monday Tandoor Stones Next week delivery CPVC Material Delivered	29-05-2021 Silver Oak Villas - III WO not prepared 3 working days after requisition: Material Descscription Purchase Officer - Remarks Material delivered? Landline Telephone PO issued - Biometric Machine Under estimate WO is prepared and items have not received at site WPC Door frames Partly delivered, Balance on Monday Tandoor Stones Next week delivery CPVC Material Delivered					

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

Company: Silver Oak Villas part-III			II	Date	22-05-2021								
Site: Silver Oak Villas part-III				Prepared by:		B.Meenakshi							
Report From / To 14-05-21 to 22-05-21(fri to					K Purshotham								
Report Date 22-05-2021			,		<u> </u>								
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			Serial no of	Item	Item Description Reason for not				not	ot preparing PO/WO#			
		item in Req											
183589	21-0	21-04-2021 1		Landline Telephone									
183590	22-0	4-2021	1	Biom	ometric Machine								
T		DO 10	10:	11. 1		. 1		•. •	1.1	_	1		
			VO is prepared a				ved at					1. \$	
Req No.		Date	Serial no of item in Req.			ription					ssion with su	ipplier	
183563	30-03	3-2021	1 to 5	WPC do	oor fra	mes7'X3'	Stocl	tock Not available at SSLLP.					
183582	15-04	-2021	1	Tandoo	door stone Supplier ar			lier arr	er arranging for material				
183593	11-05	5-2021	1to 4	CPVC r	nateria	rial Mater		rial ready with Supplier delivery by tuesday					
183594	21-05	5-2021	1	Syntex	water 1	anks	nks Material ready wit		dy with	h supplier deliverd by monday			
No. of gate passes issued this week:			Nil / 5	F	From No.		Nill To No. Nill						
Delivery van site visit on:1						14.05.21,15.05.21,17.5.21,18.05.21.							
_	Inward report (MRN/other) & stock report emai			iled in pdf	format	to purchase	e?				Yes / No		
Items not ord	ered but 1	received:											
Other correct													
Details of stee	el & cem	ent stock											
Sl. No	Tor size	;	Wt per mtr	Wt. for 12	mtr			Stock at site in		n Previous stock is		ock in Kgs	
			kgs	rod – kgs		– no of ro	ds]	Kgs					
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		-					Nill		Nill			
OPC stock	Nill		OPC last	Nill		PPC/PSC				1		438	
	weeks stock				stock			weeks stock					
Details Project Manag		r		Admin Officer/Manager Admin Audit									
	Sign		22.07.222										
Date			22-05-2021		22-05-2021								

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaiya@modiproperties.com and rajkumam@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!

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

Company: MHPLSOV Date			Date:		22-05-2021						
			Prepa	ared by:	B.Meenakshi						
Report From / To 14-05-21 to 22-05-21(fri to sat) Appr		oved by:	by: K Purshotha		m						
Report Date 22-05-2021				•							
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	n Desc	ription		Reas	son for	not p	oreparing Po	D/WO [#]
185003	21.05.21	1	Road B	lockers	5						
185004	21.05.21	1	Hume F	Iume Pipe							
List of requis	itions where P	O/WO is prepared a	and items h	ave no	t been recei	ved at	site bey	yond the	e lea	d time:	
Req No.	Req Date	Serial no of item in Req.	Item	n Desci	ription		Details of discussion with supplier ^{\$}				
185005	21.05.21	1	Brass Non Re		turn			ady witl	ith supplier delivered by		
			Valve		M		onday.				
No. of gate passes issued this week:			Nil / 5	F	From No. Nill		ill	To N	lo.		Nill
Delivery van site visit on:1							Ni	11			
Inward report (MRN/other) & stock report emailed in p			iled in pdf	format	to purchase? Yes / No						
Items not ord	lered but receiv	ed:					<u>'</u>				
Other correct	ions & remark	S:									
Details of ste	el & cement st	ock									
Sl. No	Tor size	Wt per mtr	Wt. for 12	2 mtr	Stock at s	ite S	Stock at	t site in		Previous sto	ock in Kgs
		kgs	rod – kgs		– no of ro	ds l	Kgs				
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 wire	-			Nill		Nill		Nill		
OPC stock	Nill	OPC last	Nill		PPC/PSC		Nill				Nill
		weeks stock			stock				weeks stock		
Details		Project Manage	er		Admin O	fficer/N	Manage	r	Adr	nin Audit	
Sign											
Date		22-05-2021			22-05-202	5-2021					

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaiya@modiproperties.com and raijkumarn@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!

Prepared by:		T.D. Murthy			
Report Date		29-05-2021			
Site		Modi Housing PVT LTD			
List of requisi	tions Where PO/				
Requisition	Requisition	Marcial December in	Purchase Officer - Remarks	Material	If material is not delivered -
No	Date	Material Descscription	Purchase Officer - Remarks	delivered?	is delay justified?
185003	21-05-2021	Road Blocker	PO issued		
185004	21-05-2021	Hume pipes	Under estimate		
List of requisi	tions Where PO/				
185005	21-05-2021	Brass Non return Valve	Delivered		