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

Company: MH		LSOV		Date:			05-06-2021				
Company.		Oak Villas part-III		Prepared by:			B.Meenakshi				
		21 to 05-06-21(fri to sat)		Appro	oved by:		K Purshotham				
Report Date 05-06-2											
List of requisi	tions numbers m	issing in the repo	rt*:								
list of requisi	tions where PO/	WO not prepared	3 workin	g days a	fter requisi	tion:					
Req No.	Req Date	Serial no of item in Req	Item Descri		ption	Reason for		r not	preparing PO	/WO#	
185001	23.04.21 1		Binding wire								
185007	01.06.21	1	Sim based Land		dline						
183007	01.00.21		Telephone								
						-1-4	-its howand t	ho lo	ad time:		
List of requis	itions where PO/	WO is prepared a	nd items	nave not	been recei	ved at	Details of	diago	au une.	nnlier\$	
Req No.	Req Date	Serial no of item in Req.	Item Descrip		iption		Details of discussion with supplier ^{\$}				
185004	185004 21.05.21		Hume pipe pen		ding	Mat	erial ready wi	th su	pplier deliver	y by Monday	
No. of gate passes issued this week:			Nil /	Nil / 5 From No.		N	Nill To No.		Nill		
Delivery van	site visit on:1						Nill				
Inward repor	t (MRN/other) &	stock report ema	iled in pd	f format	to purchase	e?			Yes/No		
	ered but received										
	ions & remarks:										
	el & cement stoc										
Sl. No	Tor size	Wt per mtr	Wt. for rod - kg	120	Stock at s				n Previous stock in Kgs 2025		
		kgs	Tou - kg	4.74	450	745					
1.	8mm	.395		7.404	420		3150		3150		
2.	10mm	.617		10.68	105		1120		1120		
3.	12mm	.89		18.96	103		_				
4.	16mm	1.58		29.64	-		-				
5.	20mm	2.47									
6.	25mm	3.86		46.32	-						
7.	32mm	6.32		75.84	Niii		Nill	41	Nill	4 84 042 0	
8.	Binding wire	-	* T144		Nill PDC/DSC	,		D	PC/PSC last	Nill	
OPC stock	Nill	OPC last weeks stock	Nill		PPC/PSC stock	C Nill		W	reeks stock	1,84,942.0	
Details		Project Manager			Admin Officer/Manager			A	Admin Audit		
Sign		U.			Hematale						
Digit	THE RESERVE TO SERVE THE PARTY OF THE PARTY	05-06-2021	alek.		05-06-20	121		10			

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

Seing amount Credited to V Mailath towards

SONT-V Mailaiah Ledger Account : 1-Apr-29 to 31-Mar-21

12-Sep-20 To (as per details)

SHVer Oak Vilias LLP (20-21)

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1,61,522.00 *

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