

Prepared by:	Bhavani				
Report Date	08-06-21				
Site	Head Office				
List of requisitions Where PO/WO not prepared 3 working days after requisition:					
Requisition No	Requisition Date	Material Description	Purchase Officer - Remarks	Material delivered?	If material is not delivered - is delay justified?
182757	17.04.2021	Tiles	PO Issued PO No:76450		
182797	26.04.2021	Terrace Door(Greens)	PO to be Issue		
List of requisitions Where PO/WO not prepared 3 working days after requisition:					
16768	15.04.2021	Urinary censors	Stock Not Available		
182790	21.04.2021	Steel Grey Granite	Ready With The Supplier		
182833	05-05-2021	Pedastal Fans	Already Delivered		