

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

Company:	MHPLSOV	Date:	19-06-2021
Site:	Silver Oak Villas part-III	Prepared by:	B.Meenakshi
Report From / To	11-06-21 to 19-06-21(fri to sat)	Approved by:	K Purshotham
Report Date	19-06-2021		

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 Description	Reason for not preparing PO/WO#
185001	23.04.21	1	Binding wire	
185007	01.06.21	1	Sim based Landline Telephone	
185011	07-06-21	1	Wifi sim Based router&MI camera	

List of requisitions where PO/WO is prepared and items have not been received at site beyond the lead time:

Req No.	Req Date	Serial no of item in Req.	Item Description	Details of discussion with supplier\$
185008	02-06-2021	1	GI Sheet 30 nos pending	Material Ready with supplier ,Delivery by Today evening
185009	03-06-2021	1	Truck Wheel With Double Bearing	Material Ready with supplier ,Delivery by Monday
185017	12-06-2021	1	Hume Pipes	Material Ready with supplier ,Delivery by Tuesday
185018	14-06-2021	1	Thandoor Stone	Material Ready with supplier ,Delivery by Monday
185016	12-06-2021	1-18	PVC material	Material Ready with supplier ,Delivery by next week
185015	08-06-2021	1	Plastic box	Material Ready with supplier ,Delivery by Monday

No. of gate passes issued this week:

Nil / 5 From No. Nill To No. Nill

Delivery van site visit on: 1

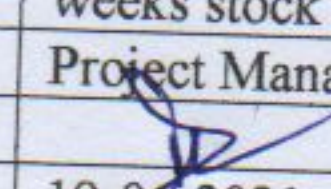
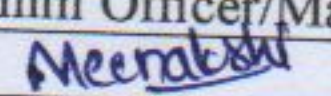
Inward report (MRN/other) & stock report emailed in pdf format to purchase?

Yes / No

Items not ordered but received:

Other corrections & remarks:

Details of steel & cement stock

Sl. No	Tor size	Wt per mtr. - kgs	Wt. for 12 mtr rod - kgs	Stock at site - no of rods	Stock at site in Kgs	Previous stock in Kgs
1.	8mm	.395	4.74	450	-	2025
2.	10mm	.617	7.404	420	-	3150
3.	12mm	.89	10.68	105	-	1120
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 weeks stock	Nill	PPC/PSC stock	Nill	PPC/PSC last weeks stock
Details	Project Manager			Admin Officer/Manager		Admin Audit
Sign						
Date	19-06-2021			19-06-2021		

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaiya@modiproperties.com and rajumarn@modiproperties.com on every Saturday. 3. Admin offices shall not leave the site without completing 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