

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

Company:	Modi farm house(hyd)llp	Date:	19-06-2021			
Site:	Serene farms	Prepared by:	G.siva prasad			
Report From / To	12-06-2021 to 19-06-2021	Approved by:	Syed golam sarwar			
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	Sl. Of requisition	Item Description	Reason for not preparing PO/WO#		
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\$		
No. of gate passes issued this week:		Nil	From No.	To No.		
Delivery van site visit on:		18/09/21				
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	-	-	-
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					
OPC stock	nil	OPC last weeks stock	nil	PPC/PSC stock	Nil	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 rajkumarn@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 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:	Serene constructions llp	Date:	19-06-2021			
Site:	Serene farms	Prepared by:	G.siva prasad			
Report From / To	12-06-2021 to 19-06-2021	Approved by:	Syed golam sarwar			
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	Sl. Of requisition	Item Description	Reason for not preparing PO/WO [#]		
150544	09-06-21	1 to 6	Curtains			
150545	09-06-21	1 to 3	Curtain rods			
150546	10-06-21	1	Ceiling fans			
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 ^{\$}		
150514	31-03-21	2	Tan brown granite	Supplier is arranging materials		
150521	21-04-21	1	Telescopic poles for street light	Supplier is arranging materials		
150527	26-04-21	1	Ms round pipe	Supplier is arranging materials		
150540	02-06-21	1	Rubberized waterproof tape	Supplier is arranging materials		
150541	02-06-21	1	Road blocker	Supplier is arranging materials		
150542	03-06-21	15,16,18	Extension nipples,waste pipe	Supplier is arranging materials		
No. of gate passes issued this week:	1	From No.	1277	To No. 1277		
Delivery van site visit on:	18/06/21					
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
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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					
OPC stock	nil	OPC last weeks stock	nil	PPC/PSC stock	15 bags	PPC/PSC last weeks stock 0 bags
Details	Project Manager		Admin Officer/Manager		Admin Audit	
Sign						
Date	19-06-2021		19-06-2021			

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MODI Properties

Stock List – Till Date : 19-06-2021

Company : Serene Constructions LLP

Location : Serene Farms

Pages : 1 of 4

Category / Item Name	Balance Qty	Rate	Balance Value
Carpentry - doors	34		58,952
2339 - Carpentry - doors - Panel Door 30 mm - 26 In x 82 In - Nos	19	1,746	33,174
2340 - Carpentry - doors - Panel Door 30 mm - 32 In x 80 In - Nos	3	2,484	7,452
2341 - Carpentry - doors - Panel Door 30 mm - 32 In x 82 In - Nos	5	2,149	10,745
2360 - Carpentry - doors - Panel Doors - Others - Nos	7	1,083	7,581
Carpentry - hardware	124		25,845
2092 - Carpentry - hardware - Door Stopper - NA - nos	28	89	2,499
2099 - Carpentry - hardware - Fischer - 5mm - pkts	14	141	1,976
2148 - Carpentry - hardware - Plastic gampa - other - nos	5	140	700
2156 - Carpentry - hardware - S.S. Screws - other - pkts	15	134	2,010
2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	13	458	5,954
2169 - Carpentry - hardware - SS Mortise Lock - other - nos	2	1,986	3,971
2281 - Carpentry - hardware - Wooden Screws - Others - Pkts	3	47	142
2285 - Carpentry - hardware - SS Hinges - Others - nos	44	195	8,593
Cement	15		3,540
3002 - Cement - PPC - 50kgs - bags	15	236	3,540
Chemicals	21		1,155
3134 - Chemicals - Tile Grout - 1kg - pkts	21	55	1,155
Consumables	143		1,393
4003 - Consumables - Bombay Broom - Big - nos	1	58	58
4022 - Consumables - Dettol - NA - nos	5	38	190
4041 - Consumables - Mopping stick - NA - nos	2	100	200
4057 - Consumables - Sponges - NA - nos	100	7	700
4080 - Consumables - Bombay Brooms - Other - Nos	35	7	245
Electrical - conducting	261		6,933
4500 - Electrical - conducting - PVC bend - other - nos	47	7	329
4779 - Electrical - conducting - PVC Pipe - 1 In X 1.5 mm - nos	111	53	5,883
4803 - Electrical - conducting - PVC Round Cover - 3 In - nos	103	7	721
Electrical - other	191		26,272
4525 - Electrical - other - Ceiling fan - other - nos	4	0	0
4536 - Electrical - other - Copper plate - 1 ft x1 ft - kgs	5	661	3,173
4555 - Electrical - other - Earth pipe - 2 In - nos	4	572	2,288
4585 - Electrical - other - Insulation tape - NA - nos	30	8	240
4596 - Electrical - other - MCB - 16Amps - nos	4	125	500
4613 - Electrical - other - Metal box - 2way - nos	33	15	495
4616 - Electrical - other - Metal box - 6way - nos	3	30	90
4628 - Electrical - other - Modular Plate - 2 way - nos	12	28	336
4631 - Electrical - other - Modular Plate - 6way - nos	2	51	102
4746 - Electrical - other - LED Lights - NA - nos	35	185	6,475
4790 - Electrical - other - Modular socket - 15 A - nos	2	77	154
4793 - Electrical - other - Modular Switch - 6 A - nos	10	50	500
4794 - Electrical - other - Modular switch - 16 A - nos	19	85	1,615

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Category / Item Name	Balance Qty	Rate	Balance Value
4796 - Electrical - other - Modular TV Socket - NA - Nos	11	38	418
4798 - Electrical - other - FP Isolator - NA - nos	14	674	9,436
4804 - Electrical - other - Earth Powder - NA - bags	3	150	450
Electrical - switches	5		340
4676 - Electrical - switches - C/O Switch - other - nos	5	68	340
Electrical - wires	65		22,250
4697 - Electrical - wires - Copper wire - NA - mtrs	45	0	0
4815 - Electrical - wires - Cu multistand wires Black - 1 18 or 1 sq mm -	2	564	1,128
4816 - Electrical - wires - Cu multistand wires Red - 1 18 or 1 sq mm -	7	564	3,948
4817 - Electrical - wires - Cu multistand wires Green - 1 18 or 1 sq mm -	2	564	1,128
4818 - Electrical - wires - Cu multistand wires yellow - 3 20 or 2.5 sq mm -	2	1,674	3,348
4819 - Electrical - wires - Cu multistand wires Black - 3 20 or 2.5 sq mm -	2	1,674	3,348
4821 - Electrical - wires - Cu multistand wires Blue - 7 20 or 4 sq mm -	2	1,870	3,740
4822 - Electrical - wires - Cu multistand wires Black - 7 20 or 4 sq mm -	3	1,870	5,610
Furniture	105		0
5570 - Furniture - Kitchen Cabinet Fabrication - NA - sft	105	0	0
Miscellaneous	12,389		35,157
6008 - Miscellaneous - Barbed wire - other - kgs	1,060	0	0
6031 - Miscellaneous - Plants - NA - nos	10,348	0	0
6040 - Miscellaneous - Tefflon tape - NA - nos	85	14	1,190
6065 - Miscellaneous - Chimney - NA - Nos	13	0	0
6074 - Miscellaneous - SS Name Plates - other - Sq.inches	752	15	11,280
6096 - Miscellaneous - Grass - NA - Bags	60	350	21,000
6099 - Miscellaneous - Tile Spacers - Others - Nos	5	271	1,355
6100 - Miscellaneous - Plastic Cards - Others - nos	51	7	332
6146 - Miscellaneous - PVC GI Wire - NA - nos	3	0	0
6152 - Miscellaneous - Hob - NA - Nos	12	0	0
Plumbing - CP	427		88,512
10043 - Plumbing - CP - Bottel trap - NA - nos	14	480	6,720
7026 - Plumbing - CP - Extension Nipple - 1/2 In - nos	175	42	7,350
7028 - Plumbing - CP - Extension Nipple - other - nos	121	52	6,292
7033 - Plumbing - CP - Pillar cock - NA - nos	6	522	3,132
7036 - Plumbing - CP - Shower arm - NA - nos	8	330	2,640
7037 - Plumbing - CP - Shower head - NA - nos	8	464	3,712
7040 - Plumbing - CP - Sq. jali with hole - 6 In x6 In - nos	9	134	1,206
7041 - Plumbing - CP - Sq. Jali without hole - 6 In x6 In - nos	28	179	5,012
7042 - Plumbing - CP - Stop Cock - 1/2 In - nos	34	552	18,768
7045 - Plumbing - CP - Wall Mixer - other - nos	10	2,531	25,310
7047 - Plumbing - CP - Waste coupling - 1/2 thread - nos	4	192	768
7048 - Plumbing - CP - Waste coupling - full thread - nos	1	195	195
7377 - Plumbing - CP - Sink Cock With Swivel Spout - NA - Nos	9	823	7,407
Plumbing - CPVC	1,208		45,453
10052 - Plumbing - CPVC - CPVC pipe - 20 mm (10 ft len) - nos	9	234	2,109
10062 - Plumbing - CPVC - CPVC Coupling - 1 In - nos	100	15	1,500
10065 - Plumbing - CPVC - CPVC Reducer Coupling - 1 In x 3/4 In - nos	25	35	875

Category / Item Name	Balance Qty	Rate	Balance Value
10067 - Plumbing - CPVC - CPVC Tee - 3/4 In - nos	46	17	782
10068 - Plumbing - CPVC - CPVC Tee - 1 In - nos	21	28	588
10073 - Plumbing - CPVC - CPVC Elbow - 3/4 In - nos	44	11	484
10074 - Plumbing - CPVC - CPVC Elbow - 1 In - nos	28	21	588
10078 - Plumbing - CPVC - CPVC Male adapter - 1/2 In - nos	10	9	90
10079 - Plumbing - CPVC - CPVC Male adapter - 3/4 In - nos	44	13	572
10080 - Plumbing - CPVC - CPVC Male adapter - 1 In - nos	98	19	1,862
10082 - Plumbing - CPVC - CPVC Female adapter - 3/4 In - nos	42	17	714
10083 - Plumbing - CPVC - CPVC Female adapter - 1 In - nos	103	25	2,575
10086 - Plumbing - CPVC - CPVC Tank adapter - 1 In - nos	75	47	3,525
10089 - Plumbing - CPVC - CPVC Union - 1 In - nos	26	77	2,002
10091 - Plumbing - CPVC - CPVC End cap - 3/4 In - nos	8	7	56
10092 - Plumbing - CPVC - CPVC End cap - 1 In - nos	58	12	696
10098 - Plumbing - CPVC - CPVC Ball Valve - 1 In - nos	54	155	8,370
10101 - Plumbing - CPVC - CPVC Clamp - 3/4 In - nos	20	7	140
10108 - Plumbing - CPVC - CPVC Male adaptor brass - 1 In - nos	5	173	865
10110 - Plumbing - CPVC - CPVC Female adaptor brass - 3/4 In - nos	20	117	2,340
10111 - Plumbing - CPVC - CPVC Female adaptor brass - 1 In - nos	20	191	3,820
10208 - Plumbing - CPVC - Threaded End Plug - 1/2 In - nos	116	5	580
10251 - Plumbing - CPVC - CPVC Reducer Elbow - 3/4 in X 1/2 in - Nos	12	28	336
10253 - Plumbing - CPVC - CPVC Reducer MTA - 3/4 in X 1/2 in - Nos	130	53	6,890
10254 - Plumbing - CPVC - CPVC Reducer FTA - 3/4 in X 1/2 in - Nos	91	34	3,094
7418 - Plumbing - CPVC - Coupling - Others - nos	1	0	0
7427 - Plumbing - CPVC - Union - Others - nos	2	0	0
Plumbing - HDPE	25		0
7101 - Plumbing - HDPE - Pipe - 6Kgs pressure - 1 In - mtrs	25	0	0
Plumbing - other	188		4,320
7135 - Plumbing - other - Manhole round covers - - other - nos	8	0	0
7353 - Plumbing - other - Green Hose pipe - Other - Mtrs	180	24	4,320
Plumbing - PVC	326		31,889
10023 - Plumbing - PVC - Bend Plain - 3 In - nos	9	40	360
10024 - Plumbing - PVC - Bend with door - 3 In - nos	1	50	50
10030 - Plumbing - PVC - Bend Plain - 4 In - nos	27	65	1,755
10113 - Plumbing - PVC - Eco Drain Coupling - 110 MM - Nos	3	83	249
10116 - Plumbing - PVC - Eco Chamber L T - 110 mm - nos	2	602	1,204
10118 - Plumbing - PVC - Eco Chamber Frame & Cover - 110 mm - nos	10	852	8,520
10182 - Plumbing - PVC - Riseer - NA - Nos	16	0	0
10190 - Plumbing - PVC - Tee - NA - Nos	66	41	2,706
7189 - Plumbing - PVC - Clamp - 4 In - nos	14	114	1,596
7193 - Plumbing - PVC - Coupling - 3 In - nos	14	30	420
7194 - Plumbing - PVC - Coupling - 4 In - nos	30	48	1,440
7228 - Plumbing - PVC - Nahani Trap without jali - 3 In - nos	16	61	976
7232 - Plumbing - PVC - Plain Tee - 3 In - nos	7	50	350
7262 - Plumbing - PVC - Rubber Lubricant - 500gms - nos	3	113	339
7269 - Plumbing - PVC - Single Socket Pipe 10ft - 3 In - nos	19	185	3,515
7278 - Plumbing - PVC - Solvent Cement - 250ml - nos	5	105	525

Category / Item Name	Balance Qty	Rate	Balance Value
7279 - Plumbing - PVC - Solvent Cement - 500ml - nos	16	129	2,064
7284 - Plumbing - PVC - Waste Pipe - other - nos	18	25	450
7326 - Plumbing - PVC - Water tank - 500lts - nos	2	2,100	4,200
7327 - Plumbing - PVC - Connection - 2 ft - nos	18	65	1,170
7441 - Plumbing - PVC - Thread Adaptor - Others - nos	30	0	0
Plumbing - sanitary	110		92,204
7296 - Plumbing - sanitary - EWC -Wall hung - NA - nos	7	6,087	42,609
7302 - Plumbing - sanitary - Health Faucet - NA - nos	14	455	6,370
7310 - Plumbing - sanitary - Sink - other - nos	1	2,783	2,783
7319 - Plumbing - sanitary - Wall hung rag bolts - NA - nos	43	288	12,384
7321 - Plumbing - sanitary - Washbasin - other - nos	7	1,664	11,648
7323 - Plumbing - sanitary - Washbasin rag bolts - NA - pairs	19	145	2,755
7348 - Plumbing - sanitary - Pedastal - NA - nos	7	1,265	8,855
7436 - Plumbing - sanitary - Flush Plate - NA - nos	12	400	4,800
Steel - other	309		0
8011 - Steel - other - MS Flat Patti - 2 In x12mm - kgs	25	0	0
8084 - Steel - other - MS Round Rod - 16mm - kgs	20	0	0
8212 - Steel - other - Ms Square Pipe - 90 mm X 90 mm x 3.5 mm - Kgs	59	0	0
8213 - Steel - other - Ms Square Pipe - 75 mm x 75 mm x 3 mm - Kgs	205	0	0
Stone - granite	27		1,890
8534 - Stone - granite - Tan Brown - 19mm - Sft	27	70	1,890
Tiles	74		9,996
9080 - Tiles - Utility floor or Kitchen dado country almond - 12 in X 12 in X	8	522	4,176
9085 - Tiles - Bathroom floor country vanilla - 12 in X 12 in X12 pieces -	6	522	3,132
9091 - Tiles - Bathroom floor Maharaja Beige - 12 in X 12 in X 12 in -	12	224	2,688
9103 - Tiles - Urbanwood light - 200mm x 1200mm - Boxes	48	0	0
Tools	51		1,290
9537 - Tools - Hacksaw blade - double - nos	34	10	340
9550 - Tools - Machine Blade - other - nos	10	95	950
9574 - Tools - Welding Rod - NA - nos	7	0	0
Total Stock Value...			457,390

OUTWARD - GATE PASS

No.: 1277

Date:	18/06/2021	Time:	15:10
Company:	Serene constructions llp		
Project/site:	Serene farms		
Destination:	HD		
Outward No.:	Vehicle type	Vehicle No	Vehicle driver
02	POST	TS 10VA 0143	Salman / Salman
	Material Description	Quantity	Units
1.	CPU	02	NOS
2.	Laptop hp	01	NOS
3.	Printer cartridges (Roh 9210 su)	02	NOS
4.			
5.			
6.			
7.			
8.			
9.			
10.			
	Total	05	NOS
Charges/refund		Purpose for transfer	
☒ No charge		☐ Return to supplier for exchange	
☐ For refund from supplier		☐ Return to supplier for refund	
☐ Transfer to other site/project		☐ On loan to be returned	
☐ Transfer to other site/project		Cost of material to be collected: ☐ Collect 100% cost - new material ☐ Collect 60% cost - old material ☐ No charges to be collected - value deemed to be nil.	
☐ Transfer to another phase of firm/company/project		☐ No charges to be collected	
☐ No charge		☒ for repairs & service	
☐ Other:		Details:	
Other details (to be filled by Admin - audit)			
☐ Material received by inward no. _____ & date _____			
Details of credit note from supplier - date _____ & Amount Rs. _____/-			
Return of material - inward no. _____ & date _____			
GST bills to be raised ☐ Yes ☐ No GST bill no. _____, Amount _____ date _____			
NA			
☐ Material received by inward no. _____ & date _____			
Details:			
Remarks:			
Gate pass approved by:	Project manager	Admin in-charge	Security
Sign:	Salman	G. S. Mehta	Salman
Received by other site on:	Inward No.	Admin sign:	Security sign.
Approved by	Project accountant	Accounts manager	Admin - Audit
Sign:			MD

Note: 1. In case of long list attach a separate signed list. 2. Approx rate & amount to be filled by site. 3. Original (white copy) to be sent with material to recipient site. Recipient must sign it and send it to Admin - audit. 4. Pink copy to be sent to Admin - audit. 5. In units enter nos, kgs, sft, rft, etc. 6. Project manager / Sr. Engg and Admin in-charge from the issuing site must sign the gate pass. 7. Admin-audit to process gate pass, fill required details, make GST bills, etc and send to MD for approval once in a fortnight.