Reply to remarks on requisition by site report.						
Prepared by:		Minish				
Report from/to		20-06-21 TO 26-06-21				
Report Date		02-07-2021		Date		
Site:		GHT		Remarks by Shiva Krishna		
Requisition No	Requisition Date	Material Descscription	Purchase Manager - Remarks	Material delivered?	If material is not delivered - is delay justified?	
List of requisitions where PO/WO not prepared 3 working days after requisitions						
140539	26-04-21	Macherla stone	PO to be issued			
140588	25-05-21	CC Camera	Delivered			
140596	01-06-21	Study table	Hold by Project Manager			
140598	03-06-21	Ink for printer	Online Purchase			
140616	11-06-21	Carpet	Delivered			
140617	11-06-21	Window curtain	Delivered			
140618	11-06-21	wake fit wlide book self	Not Avaiable			
140619	11-06-21	wake sunny home	Online Purchase			
140621	11-06-21	Dark walnut centre table	Online Purchase			
140624	11-06-21	Bathroom Mats	Delivered			
140629	12-06-21	CC Camera Towers	Cancelled			
140638	19-06-21	Tea cup coasters	Local Purchase			
140640	19-06-21	Dust bin covers	Partly delivered balance next week			
140641	19-06-21	A4 size papers & covers	Partly delivered balance next week			
140646	09-02-21	WPC Door frames	Contact supplier			