

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

|                                                                                                             |                             |                           |                       |                                                      |       |        |      |
|-------------------------------------------------------------------------------------------------------------|-----------------------------|---------------------------|-----------------------|------------------------------------------------------|-------|--------|------|
| Company:                                                                                                    | Modi Realty Miryalaguda LLP | Date:                     | 26-07-2021            |                                                      |       |        |      |
| Site:                                                                                                       | AVR Gulmohar Homes          | Prepared by:              | Zakir                 |                                                      |       |        |      |
| Report From / To                                                                                            | 14-07-2021 to 26-07-2021    | Approved by:              |                       |                                                      |       |        |      |
| Report Date                                                                                                 | 26-07-2021                  |                           |                       |                                                      |       |        |      |
| 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                       |       |        |      |
| 165413                                                                                                      | 14-07-2021                  | 1 to 10                   | Panel doors clubhouse | PO to be issue                                       |       |        |      |
| 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                  |       |        |      |
| 165296                                                                                                      | 11-02-2021                  | 1 to 8                    | AL-windows            | Ready to supplies                                    |       |        |      |
| 165310                                                                                                      | 22-02-2021                  | 1 to 09                   | Panel door            | 95% received ; remaining will delivered by next week |       |        |      |
| 165334                                                                                                      | 26-03-2021                  | 1&7                       | Windows grill         | 70% received ; remaining will delivered by next week |       |        |      |
| 165351                                                                                                      | 20-04-2021                  | 1 & 2                     | Armored cable         | 90% received materials at site                       |       |        |      |
| 165355                                                                                                      | 23-04-2021                  | 1to 4                     | Utility tiles         | Ready to supplies                                    |       |        |      |
| 165376                                                                                                      | 28-05-2021                  | 1                         | Video door phone      | Ready to supplies                                    |       |        |      |
| 165383                                                                                                      | 05-06-2021                  | 3                         | S.C.Grigio            | 90% material received at site                        |       |        |      |
| 165391                                                                                                      | 12-06-2021                  | 1 to 38                   | PVC pipes             | 90% material received at site                        |       |        |      |
| 165397                                                                                                      | 21-06-2021                  | 1 to 2                    | Flat patti L angle    | 80% material received at site                        |       |        |      |
| 165401                                                                                                      | 03-07-2021                  | 2                         | Paint material        | 95% material received at site                        |       |        |      |
| 165402                                                                                                      | 03-07-2021                  | 2 to 3                    | Bathroom tiles        | 70% received ; remaining will delivered by next week |       |        |      |
| 165408                                                                                                      | 03-07-2021                  | 1 to 2                    | Bombay nails          | Ready to supplies                                    |       |        |      |
| 165411                                                                                                      | 03-07-2021                  | 1                         | Villa no.70 tiles     | 70% received ; remaining will delivered by next week |       |        |      |
| 165412                                                                                                      | 03-07-2021                  | 1                         | Villa no.60 tiles     | Ready to supplies                                    |       |        |      |
| 165414                                                                                                      | 12-07-2021                  | 1 to 9                    | Panel doors           | Ready to supplies                                    |       |        |      |
| 165417                                                                                                      | 12-07-2021                  | 1 to 3                    | Silk Grout            | 75% material received at site                        |       |        |      |
| 165418                                                                                                      | 12-07-2021                  | 1 to 22                   | Consumable materials  | 75% material received at site                        |       |        |      |
| 165420                                                                                                      | 12-07-2021                  | 1 to 5                    | Sanitary fitting      | Ready to supplies                                    |       |        |      |
| 165419                                                                                                      | 12-07-2021                  | 1 to 22                   | CP fitting            | Ready to supplies                                    |       |        |      |
| 165421                                                                                                      | 14-07-2021                  | 1                         | A4 Papers             | Ready to supplies                                    |       |        |      |
| 165422                                                                                                      | 26-07-2021                  | 1to 10                    | Door Frames           | Ready to supplies                                    |       |        |      |
| 165423                                                                                                      | 26-07-2021                  | 1 to 6                    | Z angle templates     | Ready to supplies                                    |       |        |      |
| 165424                                                                                                      | 26-07-2021                  | 1 to 13                   | Electrical wires      | Ready to supplies                                    |       |        |      |
| 165425                                                                                                      | 26-07-2021                  | 1 to 5                    | Paint material        | Ready to supplies                                    |       |        |      |
| 165426                                                                                                      | 26-07-2021                  | 1 to 5                    | Gate                  | Ready to supplies                                    |       |        |      |
| 165427                                                                                                      | 26-07-2021                  | 1 to3                     | Villa no.18 tiles     | Ready to supplies                                    |       |        |      |
| 165428                                                                                                      | 26-07-2021                  | 1 to 4                    | Utility tiles         | Ready to supplies                                    |       |        |      |
| 165429                                                                                                      | 26-07-2021                  | 1 to 12                   | Bathroom tiles        | Ready to supplies                                    |       |        |      |
| 165430                                                                                                      | 26-07-2021                  | 1 to 9                    | Panel doors           | Ready to supplies                                    |       |        |      |
| 165431                                                                                                      | 26-07-2021                  | 1 to 6                    | Window grills         | Ready to supplies                                    |       |        |      |
| 165432                                                                                                      | 26-07-2021                  | 1 to 8                    | Al windows            | Ready to supplies                                    |       |        |      |
| No. of gate passes issued this week:                                                                        |                             |                           | Have                  | From No.                                             | 1435  | To No. | 1438 |
| Delivery van last site visit on:                                                                            |                             |                           | 14-07-2021            |                                                      |       |        |      |
| Inward report (MRN/other) & stock report emailed in pdf format to purchase?                                 |                             |                           |                       |                                                      |       | Yes    |      |
| DC register Sl.No. during the week                                                                          |                             | From No.                  | 146358                | To No.                                               | 14718 |        |      |
| Items not ordered but received:                                                                             |                             |                           |                       |                                                      |       |        |      |

Other corrections & remarks: we have send 2.5HP Submersible pump for repairing purpose to SVR pump service center.

| Details | Project Manager                                                                   | Admin Officer/Manager | Admin Audit |
|---------|-----------------------------------------------------------------------------------|-----------------------|-------------|
| Sign    |  |                       |             |
| Date    |                                                                                   |                       |             |

Notes: 1. \* Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to [purchase@modiproperties.com](mailto:purchase@modiproperties.com), [asharya@modiproperties.com](mailto:asharya@modiproperties.com) and [rajkumarn@modiproperties.com](mailto: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!