

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

Company:	GV Discovery center pvt.ltd	Date:	31.07.2021
Site:	Genopolis	Prepared by:	Vineetha reddy
Report From / To	25-07-2021 to 30-07-2021 (Sunday to Saturday)	Approved by:	K.Narsing Rao
Report Date	31-07-2021		

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#
13261	25-06-2021	1	printer	Online purchase
13287	13-07-2021	2	Laptop bag	Po not issued.
13302	24-07-2021	1	Clamsheel cards	Online purchase
13298	21-07-2021	1	Aerocon panels	Po not issued.

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 ^s
13246	17-10-2021	1&6	desk	Supplier arranging for material.Tuesday will be delivered .
13273	05-07-2021	1&2	Door frames	Supplier arranging for material.
13301	24-07-2021	01	Grinding machine	Today we will pickup from the supplier
13299	24-07-2021	01	Turpentine oil	Today we will pickup from the supplier.
13294	20-07-2021	01	colin	Tuesday we will pickup from the sslp.

No. of gate passes issued this week:

0

From No.

To No.

-

Delivery van site visit on:

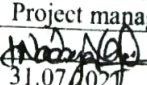
Inward report (MRN/other) & stock report emailed in pdf format to purchase?

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	0	0	0
2.	10mm	.617	7.404	310	2294	2812
3.	12mm	.89	10.68	0	0	0
4.	16mm	1.58	18.96	160	3033.6	5157.12
5.	20mm	2.47	29.64	0	0	1185.6
6.	25mm	3.86	46.32	90	4168.8	4909.92
7.	32mm	6.32	75.84	61	4626.24	6749.76
8.	Binding wire				50	54
OPC stock		OPC last weeks stock		PPC/PSC stock	38	PPC/PSC last weeks stock 38
Details	Project manager			Admin Officer/Manager		Admin Audit
Sign						
Date	31.07.2021			31.07.2021		31.07.2021

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaiya@modiproperties.com and rajikumarn@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!

MODI Properties

Stock List - Till Date : 30-07-2021

Company : G V Discovery Center Pvt Ltd

Location : 119, 191 Synergy Square 1

Category / Item Name

Balance Qty

Rate

Pages : 1 of 2

Balance Value

Building material

1012 - Building material - Polyster Fibres - 6mm - pkts

24

14,160

1013 - Building material - Ready Mix Concrete - NA - cu. mtrs.

20

38

760

Carpentry - hardware

4

3,350

13,400

2051 - Carpentry - hardware - Binding wire - 20 guage - kgs

1,064

43,402

2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos

1,040

41

42,588

2158 - Carpentry - hardware - Self Drill Screws - other - nos

6

108

648

2304 - Carpentry - hardware - Wood Screws - 30 x 8 mm - nos

15

2

27

2305 - Carpentry - hardware - Wood Screws - 35 x 8 mm - nos

2

46

92

Computers and Peripherals

1

47

47

3502 - Computers and Peripherals - Catridge - NA - nos

3

1,560

Consumables

3

520

1,560

4001 - Consumables - Air Freshner - NA - nos

109

3,959

4003 - Consumables - Bombay Broom - Big - nos

5

40

200

4004 - Consumables - Bottle - NA - nos

5

58

290

4006 - Consumables - Bucket - other - nos

6

135

810

4009 - Consumables - Coconut Broom - other - nos

5

114

570

4014 - Consumables - Colin - 500ml - nos

9

9

81

4022 - Consumables - Dettol - NA - nos

6

65

390

4026 - Consumables - Dust bin - NA - nos

9

38

342

4040 - Consumables - Mopping Cloth - NA - nos

3

50

150

4065 - Consumables - Vim bar - NA - nos

40

15

600

4066 - Consumables - Water bottle - NA - nos

5

30

150

4098 - Consumables - Dust pan - NA - nos

6

21

126

Electrical - conducting

10

25

250

500 - Electrical - conducting - PVC bend - other - nos

160

3,540

777 - Electrical - conducting - Junction Box - 25mm - nos

60

7

420

4778 - Electrical - conducting - PVC Pipe - 1 In x 1.2 mm - nos

50

16

800

4779 - Electrical - conducting - PVC Pipe - 1 In X 1.5 mm - nos

30

42

1,260

Electrical - other

20

53

1,060

4617 - Electrical - other - Metal box - 8way - nos

47

10,470

4746 - Electrical - other - LED Lights - NA - nos

4

35

140

4798 - Electrical - other - FP Isolator - NA - nos

36

185

6,660

4804 - Electrical - other - Earth Powder - NA - bags

5

674

3,370

Electrical - wires

2

150

300

4695 - Electrical - wires - Copper flat wire - 3core - mtrs

320

0

Miscellaneous

320

0

0

6011 - Miscellaneous - Blue Sheet - 24 Ft x 18 Ft - sft

4,320

8,640

Paints

4,320

2

8,640

6527 - Paints - Enamel - 4ltrs - buckets

2

1,626

Plumbing - PVC

2

813

1,626

3

339

Category / Item Name	Balance Qty	Rate	Balance Value
7262 - Plumbing - PVC - Rubber Lubricant - 500gms - nos	3	113	339
Stationery - other	96		1,409
7505 - Stationery - other - Binder Clips - other - boxes	9	36	324
7507 - Stationery - other - Box file - Big - nos	6	36	216
7523 - Stationery - other - Eraser - NA - nos	3	3	9
7544 - Stationery - other - Marker - NA - nos	10	20	200
7560 - Stationery - other - Pen - NA - nos	60	5	300
7572 - Stationery - other - Punch - 16mm - nos	5	71	354
7585 - Stationery - other - Sharpner - NA - nos	3	2	6
Steel - other	76		1,260
8014 - Steel - other - MS Flat Patti - other - kgs	36	35	1,260
8028 - Steel - other - MS L angle - other - kgs	40	0	0
Steel - rebar	6,920		217,981
8114 - Steel - rebar - TMT - 10mm - kgs	2,294	32	72,261
8119 - Steel - rebar - TMT - 32mm - kgs	4,626	32	145,720
Stone - granite	32		3,028
8507 - Stone - granite - Steel Grey - 19mm - sft	32	95	3,028
Total Stock Value...			311,374

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