Prepared by:	1 =	T.D. Murthy			
Report Date		06-08-2021			
Site	The second of	Modi Housing PVT LTD			
	1				
List of requisit	ions Where PO	WO not prepared 3 working days after requ	uisition:		
Requisition No	Requisition Date	Material Descscription	Purchase Officer - Remarks	Material delivered?	If material is not delivered - is delay justified?
185011	07-06-2021	MI Camera	Online purchase		is delay justified:
				12,	
List of requisit	ions Where PO/	WO is prepared and items have not receive	d at site		
185014	08-06-2021		Next week delivery		
185026	09-07-2021	Hume pipes - Balance	Partly delivered, balance in next week		

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

Company: MHPLSOV				Date:		31-07-2021				
		Silver Oak Villas part-	er Oak Villas part-III		Prepared by:		B.Meenakshi			
Report From / To 23-0		3-07-21 to 31-07-21(7-21 to 31-07-21(fri to sat)		Approved by:		K Purshotham			***************************************
Report Date	3	1-07-2021								
List of requ	isitions numb	ers missing in the rep	ort*:			***************************************				
List of requ	isitions wher	e PO/WO not prepare	d 3 working	days	after requis	ition:			***************************************	
Req No. Req Date		Date Serial no of item in Req	Item	Item Descript		Reason for not preparing PO/WO		O/WO#		
185011 07-06-21				MI camera 2 Nos						
List of requi	isitions wher	e PO/WO is prepared	and items ha	ive no	t been recei	ved at	site beyond	the le	ad time:	
Req No. Req Date		Pate Serial no of item in Req.	Item	Item Description		Details of discussion with supplier ^s				
185014	0807-3	21 1	Curb sto	Curb stone		Holding for a while site not ready				
185026				Hume Pipes 28nos		Material Ready at Supplier delivery by monday				
No. of gate passes issued this week:		Nil / 5		From No.	N	ill To	No.		Nill	
Delivery var	n site visit on				24.07		.07.21,27.07		9 07 21	
Inward repo	rt (MRN/oth	er) & stock report em	ailed in pdf f	`orma	t to purchase	27			Yes/No	
	dered but rec									
	tions & rema									
	eel & cement									
SI. No	Tor size	Wt per mtr	Wt. for 12 rod – kgs	mtr	Stock at si		Stock at site in Previous stock in Kgs		ock in Kgs	
1.	8mm	.395	·	4.74			1.		William I will	
2.	10mm	.617	7	.404						***************************************
3.	12mm	.89	<u> </u>	0.68	•		•			
4.	16mm	1.58	·	8.96			_			
5	20mm	2.47	**************************************	9.64						
6.	25mm	3.86	·	6.32					***************************************	
7.	32mm	6.32	<u> </u>	5.84						
8.	Binding w	ire -			Nill		Vill		Nill	
OPC stock	Nill	OPC last weeks stock	Nill		PPC/PSC stock		Vill	PP	C/PSC last eks stock	Nill
Details		Project Manage	Project Manager		Admin Officer/Manager		Admin Audit			
Sign			1		Munatri					
Date		31=07-2021				************************		The second second	The second control of	

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 ompleting 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!

Prepared by:		T.D. Murthy			
Report Date		06-08-2021			
Site		Silver Oak Villas - III			
THE PARTY					
ist of requis	itions Where PO/	WO not prepared 3 working days after req	uisition:	Material	If material is not delivered
Requisition	Requisition	Material Desescription	Purchase Officer - Remarks	delivered?	is delay justified?
No	Date	224	Nil	Nil	Nil
Nil	Nil	Nil	1111		
			the production of the producti		
	I at the table	1 1 is a lease not receive	ad at site		
List of requis	sitions Where PO	/WO is prepared and items have not receiv	Nil		
Nil	Nil	l Nil	Nii		
1 - 1					
	lu x 1				
	1 2 2 3 de				
19					
			The state of the s		

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

Company:		Silver Oak Villas pari	-III Da	Date: 31-07-20		21		
Site: Silve		Silver Oak Villas part	-III Pr	epared by:	B.Meenal			
		23-07-21 to 31-07-21		oproved by:	K Pursho	Annual Control of the		
Report Date 31-07-2		31-07-2021			ax a urshouldin			
List of requ	uisitions num	bers missing in the re	port*:					
List of requ	iisitions whe	re PO/WO not prepare	ed 3 working da	vs after requisiti	on:			
Req No. Req Date		Date Serial no o item in Rec	f Item De	escription		for not preparing	PO/WO [#]	
List of requ	isitions whe	re PO/WO is prepared	and items have	not been receive	d at site beyond	the lead time:		
Req No. Req Date		Date Serial no of item in Req	Item De	scription	Details of discussion with supp		supplier ^{\$}	
	passes issue n site visit o		Nil / 5	From No.	Nill To	No.	Nill	
			24.07.21,26	.07.21,27.07.21,	29.07.21			
Ti	at (MIKIN/OH	ner) & stock report em	alled in par form	at to purchase?		Yes / No		
	dered but rections & rem							
	eel & cemen							
SI. No	Tor size		T 111. 0 10					
		Wt per mtr kgs	Wt. for 12 mtr rod – kgs	Stock at site - no of rods	Stock at site Kgs	in Previous stock in Kgs		
1,	8mm	.395	4.74					
2.	10mm	.617	7.404		- 1000000000000000000000000000000000000			
3.	12mm	.89	10,68					
4.	16mm	1.58	18.96	3				
5.	20mm	2.47	29.64					
6,	25mm	3.86	46.32					
7.	32mm	6.32	75.84	-				
8.	Binding w			Nill	Nill	Nill		
100	Nill	OPC last	Nill	PPC/PSC stock	373	PPC/PSC last weeks stock	499	
		weeks stock	A CONTRACTOR OF THE PROPERTY AND DESCRIPTION OF THE PROPERTY O					
OPC stock Details					er/Manager	······································	The supplier of the second	
		Project Manage	<u>, </u>	Admin Office		Admin Audit		

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