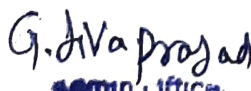
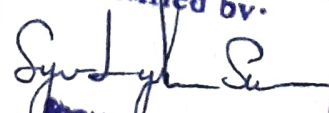


Remarks from site on the 'Requisition by Site Report' of purchase division

Company:	Serene constructions llp	Date:	14-08-2021				
Site:	Serene farms	Prepared by:	G.siva prasad				
Report From / To	07-08-2021 to 14-08-2021	Approved by:	Syed golam sarwar				
Report Date	14-08-2021						
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	Online purchase			
150545	09-06-21	1 to 3	Curtain rods	Online purchase			
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			
150562	29-07-21	1	Hp laptop adapter	Supplier is arranging materials			
150567	04-08-21	1	4-core cables	Supplier is arranging materials			
150569	05-08-21	1	4-way distribution board	Supplier is arranging materials			
No. of gate passes issued this week:	1	From No.	1284	To No. 1284			
Delivery van site visit on:	14/08/2021						
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	0 bags	PPC/PSC last weeks stock	0bags
Details	Project Manager			Admin Officer/Manager		Admin Audit	
Sign							
Date	14-08-2021			14-08-2021			

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

Certified by:

G. Siva Prasad
 Admin Office
 Modi Farm House (Hyd) LLP

Certified by:

Syed Golam Sarwar
 Project Manager
 Farm House (Hyd) LLP

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

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

Certified by:
G. J. M. Prasad
Admin. Office
Modi Farm House (Hyd) LLP

Certified by:
Sybil J. Anderson
Project Manager
Farm House (Hyd) L.F.

OUTWARD - GATE PASS

No.: 1284

Date:	13/08/2021	Time:	14:15
Company:	Serene constructions LLP		
Project/site:	serene farms		
Destination:	HO, Ramiguni		
Outward No.:	Vehicle type	Vehicle No	Vehicle driver
08	Bike	TS 07 GP 8960	Srikanth
	Material Description	Quantity	Units
1.	Hp Laptop	01	NOS
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
	Total		
Charges/refund		Purpose for transfer	
☐ No charge ☐ For refund from supplier ☐ Transfer to other site/project ☐ Transfer to other site/project ☐ Transfer to another phase of firm/company/project ☒ No charge		☐ Return to supplier for exchange ☐ Return to supplier for refund ☐ On loan to be returned 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. ☐ No charges to be collected ☐ for repairs & service	
		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 _____.	
☐ Other:		Details:	
Remarks:			
Gate pass approved by:	Project manager	Admin in-charge	Security
Sign:	<i>Sudhakar Suresh</i>	<i>Gehra Pasa</i>	<i>G. Srinivas</i>
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.

Company name : Modi Farm House (Hyd) LLP
Project Name: Serene Farms

Site Bills and D.C.'s Inward/Outward Register

Inward Date	Time	Inward No	Bill / DC	Bill / DC no.	Bill / DC date	Material Inward no.	Material Inward date	Supplier Name	Received By	Receiver Sign	Issued on Date	Issued on Time	Issued to name	Issued to sign.	Admin sign.
07/07/24	15:00	101	DC	15A69	07/07/24	101	07/07/24	Summit Sales IP	R. Sachin		09/07/24	14:00	Srikanth	Srikanth	S. Divya
08/07/24	15:00	102	DC	15A70	07/07/24	102	07/07/24	Summit Sales IP	R. Sachin		09/07/24	14:00	Srikanth	Srikanth	S. Divya
09/07/24	15:00	103	DC	3696	07/07/24	103	07/07/24	Summit Sales IP	R. Sachin		09/07/24	14:00	Srikanth	Srikanth	S. Divya
09/07/24	16:00	104	DC	31	07/07/24	104	07/07/24	Green belt services	R. Sachin		09/07/24	14:00	Srikanth	Srikanth	S. Divya
18/06/24	15:10	83	DC	3667	18/06/24	83	18/6/24	Summit Sales IP	R. Sachin		15/07/24	15:00	Salmon	Salmon	S. Divya
15/07/24	15:20	114	Bill	PS/21-22/329	14/07/24	114	15/07/24	Pratful Sanitary	R. Sachin		17/07/24	09:30	Srikanth	Srikanth	S. Divya
15/07/24	15:20	115	Bill	SE/21-22/102	08/07/24	115	15/07/24	Shubham enterprises	R. Sachin		17/07/24	09:30	Srikanth	Srikanth	S. Divya
15/07/24	15:20	116	DC	15609	15/07/24	116	15/07/24	Summit Sales IP	R. Sachin		17/07/24	09:30	Srikanth	Srikanth	S. Divya
15/07/24	15:20	117	DC	15610	15/07/24	117	15/07/24	Summit Sales IP	R. Sachin		17/07/24	09:30	Srikanth	Srikanth	S. Divya
28/07/24	14:50	124	Bill	2588	28/07/24	124	28/07/24	Vidgut industrial corporation	R. Sachin		06/08/24	14:00	Srikanth	Srikanth	S. Divya
13/08/24	10:30	140	Bill	422	12/08/24	140	13/08/24	Pratful Sanitary	R. Sachin		13/08/24	14:30	Srikanth	Srikanth	S. Divya
13/08/24	10:30	141	Bill	423	12/08/24	141	13/08/24	Pratful Sanitary	R. Sachin		13/08/24	14:30	Srikanth	Srikanth	S. Divya