

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

Company:	GV Discovery center pvt.ltd	Date:	07.08.2021
Site:	Genopolis	Prepared by:	Vineetha reddy
Report From / To	01-08-2021 to 07-08-2021	Approved by:	K.Narsing Rao
Report Date	07-08-2021		

List of requisitions numbers missing in the report:

List of requisitions where PO/WO not prepared 3 working days after requisition:

Reg No.	Reg Date	Serial no of item in Reg.	Item Description	Reason for not preparing PO/WO
13261	25-06-2021	1	printer	Online purchase
13302	24-07-2021	1	Clamshell cards	Online purchase
13298	21-07-2021	1	Aerocon panels	Online purchase
13304	30-07-2021	1	Brochure stand	Online purchase
13308	03-08-2021	1	Led tv	Po not issued.
13311	03-08-2021	1	steel	Po not issued.

List of requisitions where PO/WO is prepared and items have not been received at site beyond the lead time:

Reg No.	Reg Date	Serial no of item in Reg.	Item Description	Details of discussion with supplier
13246	17-10-2021	1&6	desk	supplier arranging for material he want's to 4 more day for delivery
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 ssllp.
13306	30-07-2021	01	Manhole covers	Tuesday we will pickup from the supplier.
13305	30-07-2021	03	Safety belts	Tuesday we will pick up from the ssllp.

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	0	0	2294
3.	12mm	.89	10.68	0	0	0
4.	16mm	1.58	18.96	0	0	3033.6
5.	20mm	2.47	29.64	0	0	0
6.	25mm	3.86	46.32	61	2825.52	4168.8
7.	32mm	6.32	75.84	50	3762	4626.24
8.	Binding wire			05	05	15
OPC stock	OPC last			PPC/PSC	PPC/PSC last	30
Details	Project manager	Admin Officer/Manager	Admin Audit			
Sign	Date	07-08-2021	07-08-2021			

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashayya@modiproperties.com and rakumam@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 : 07-08-2021

Company : G V Discovery Center Pvt Ltd

Location : 119, 191 Synergy Square 1

Pages : 1 of 1

Category / Item Name	Balance Qty	Rate	Balance Value
Building material	20		760
1012 - Building material - Polyster Fibres - 6mm - pkts	20	38	760
Consumables	13		870
4006 - Consumables - Bucket - other - nos	5	114	570
4026 - Consumables - Dust bin - NA - nos	3	50	150
4065 - Consumables - Vim bar - NA - nos	5	30	150
Electrical - conducting	160		3,540
4500 - Electrical - conducting - PVC bend - other - nos	60	7	420
4777 - Electrical - conducting - Junction Box - 25mm - nos	50	16	800
4778 - Electrical - conducting - PVC Pipe - 1 In x 1.2 mm - nos	30	42	1,260
4779 - Electrical - conducting - PVC Pipe - 1 In X 1.5 mm - nos	20	53	1,060
Electrical - other	47		10,470
4617 - Electrical - other - Metal box - 8way - nos	4	35	140
4746 - Electrical - other - LED Lights - NA - nos	36	185	6,660
4798 - Electrical - other - FP Isolator - NA - nos	5	674	3,370
4804 - Electrical - other - Earth Powder - NA - bags	2	150	300
Electrical - wires	320		0
4695 - Electrical - wires - Copper flat wire - 3core - mtrs	320	0	0
Paints	2		1,626
6527 - Paints - Enamel - 4ltrs - buckets	2	813	1,626
Plumbing - other	180		4,320
7353 - Plumbing - other - Green Hose pipe - Other - Mtrs	180	24	4,320
Stationery - other	15		2,914
7578 - Stationery - other - Ring Binder - other - nos	15	194	2,914
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
Tools	50		2,500
9593 - Tools - Labour helmet male - NA - Nos	50	50	2,500
Total Stock Value...			244,981

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Building material	20		760
Consumables	13		870
Electrical - conducting	160		3,540
Electrical - other	47		10,470
Electrical - wires	320		0
Paints	2		1,626
Plumbing - other	180		4,320
Stationery - other	15		2,914
Steel - rebar	6,920		217,981
Tools	50		2,500
		Total Stock Value...	244,981