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

Company:	1	Silver (Dak Villas LLP		Date			21-08	R-21				
Site: Silver Oak Vi						epared by: B.Meenak				shi			
			3-21 to 14-08-21(fri to sat)			Approved by:			K Purshotham				
Report Date		ripproved by.			1114	1 Dirotine							
	sitions nur	21-08-2	issing in the rep	ort*·									
			WO not prepared		davs	after requis	ition:						
Req No.		Date	Serial no of	Item Description			101011.		son for	not i	preparing Po	O/WO#	
	2004 2 000		item in Req	•				1104	5011 101		propuring r	O/ *** O	
156480	21-06	5-2021	1 to 5	Window curta		ins						· 	
156519	16-07	-2021	1	Laptop bags									
156535		7-2021	1 to 3	Chairs and F		itids							
	24-07-2021			materail for club hous									
156536	24-07	7-2021	1 to 5	Ikea cabinates					, ,				
156546		3-2021	1 to 5		Al.windows								
						t been recei	ved a	t site be	vond the	e lea	d time		
Req No.		Date	Serial no of		Item Description			ived at site beyond the lead time: Details of discussion with supplier ^{\$}					
1104110.	Red 140. Red Date		item in Req.	1000	Trom Besomption			Всш	ais or u	Sous	SIOII WILLI SU	тррист	
156502	156502 08-07-20				Garbage box		Material not available at supplier						
130302 00=07=2021		-2021	•	Caroug	JUUN		1414	istatoriai not avanaore at supplier					
156537	26-07-	-2021	1 to 9	Flipper	Flipper machine spare parts pending		Material reac		dv with	ly with supplier but supplier said			
10000,			1 10 3				adavance payment not received.						
156545	05-08-	-2021	1 to 9	Cylindri		cks 13		No stock at ssllp					
05 00 2021		2021	1 10 3	1 -	nos pending			Stook til	зыц				
No. of gate passes issued this week:				1/ From No. 5		5954 To No.			^	. 5954			
140. Of gate passes issued this week.						1	101		U.	. 3754			
Delivery van	site visit	on · 1			16.0	8.21,18.08.2	71 19	08 21				· ··	
			stock report ema					.00.21			Yes / No		
Items not ord		<u>-</u>		area iii par i		to purchase	· · · · · · · · · · · · · · · · · · ·				1037140		
			· · · · · · · · · · · · · · · · · · ·		· · · · · ·	. ,		····					
Other correct													
Details of ste				3374 C . 10		G. 1 .	. 1	G. 1		т.	n .	1	
Sl. No	Tor size	1	Wt per mtr	Wt. for 12	mtr	Stock at si	- 1	Stock at	t site in	1	Previous sto	ock in Kgs	
1	0		kgs	rod – kgs	474	- no of ro							
1.	8mm		.395		4.74	-		-					
2.	10mm		.617		7.404	-		-	· · · · · · · · · · · · · · · · · · ·	\dashv			
3.	12mm		.89		0.68	-			· · · · · ·	- -			
4.	16mm		1.58		8.96	-		<u>-</u>					
5.	20mm		2.47	 	29.64	-		-		_			
6.	25mm		3.86		6.32	-	$-\bot$	-					
7.	32mm		6.32		75.84	-		-		\perp			
8.		Binding wire -				Nill PPC/PSC		Nill		Nill			
OPC stock	1		OPC last	Nill	Nill		Nill				C/PSC last	Nill	
			weeks stock	 		stock					ks stock		
Details			Project Manager			Admin Officer/Manager			r	Adr	nin Audit		
Sign						Munabili							
Date			21-08-21			21-08-21							

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, <a href="mailto:ashalin

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

Company:		Silver (Oak Villas part-III Date			: 21-08-21							
		er Oak Villas part-III			Prepared by:			B.Meenakshi					
			-21 to 14-08-21(fri to sat)			Approved by:		K Purshotham					
Report Date			<u> </u>		\top				,, , ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,				
	sitions nu	21-08-2 mbers m	issing in the repo	ort*:									
			WO not prepared		days	after requis	ition:						
		Date	Serial no of item in Req	Item Descr			Reason for not preparing PO/WO#				WO [#]		
Tint of annie		ото ВОЛ	WO is prepared a	and itams h	21:0 10:0	t boon rocai	aved at	t aita	havand th	0 100	ad tima:		
			Serial no of				veu a	Do	toils of dis	E 166	on with sun	aliar\$	
Req No.		Date	item in Req.	item in Req.		Description		Details of discussion with supplier ^{\$}					
183615	21-	07-21	01	PVC Saddle Elbow 10 os			Stock not available			at s	upplier		
183624	33624 07-08-21		01	Charger (bion machine)		etric	Stock not available			e at supplier			
183626 12.08.21		01	Plastic sheets,i tapes,do		Stock will be delivered by Monday								
No. of gate passes issued this week:					Nil / 5 From No.			Nill To No. Nill			fill		
Delivery van				13.08.2	1,16.08	3.21,18.08.2	21,19.	08.2	1,20.08.21				
Inward repor	t (MRN/c	other) &	stock report ema	iled in pdf	format	to purchas	e?			7	Yes / No		
Items not ord													
Other correct				·									
Details of ste			ζ										
Sl. No	Tor size		Wt per mtr	Wt. for 12	Wt. for 12 mtr		site Stock at site in ods Kgs		n Previous stock in K		ck in Kgs		
			kgs	rod – kgs		– no of ro							
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	-			Nill	Nill			Nill			
OPC stock	Nill		OPC last weeks stock	Nill		PPC/PSC stock	:	Nill		PPC/PSC last weeks stock		Nill	
Details			Project Manager					fficer/Manager		Admin Audit			
Sign			1 10 joye triuing or			Mirabili			<i>S</i> -				
Date			21-08-21			21-08-21							
			requisitions to Purch	ana immadiata	v 2 Se			ase@	modinropertie	e com	achaiva@modi	nmperties con	

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

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

			PLSOV);	21-08-2021						
			er Oak Villas part-III			Prepared by:		B.Meenakshi					
			-21 to 14-08-21(fri to sat)			Approved by:		K Purshotham					
Report Date							-						
List of requi	sitions nun	nbers m	issing in the rep	ort*:									
List of requi	sitions whe	ere PO/	WO not prepare	d 3 working	g days	after requis	ition:						
Req No. Req Date			Serial no of							r not preparing PO/WO#			
			item in Req										
185011		6-21	1	MI cam	era 2	Nos							
185033		-2021	1	RMC									
185034 16-08-2021			1	Eco dra									
List of requi	sitions whe	ere PO/V	WO is prepared	and items ha	ave no	t been recei	ved at	site beyond t	he l	ead time:			
Req No.	Req No. Req Date		Serial no of item in Req.	Item Descr		ription	Details of		f discussion with supplier\$				
185014	0807	'-21	1	Curb sto	one		Holding for a while site			e not ready			
185026	09-0	7-21	1	Hume P	ipes 2	8nos		erial Ready at	v by monday				
			1	balance	•			,			<i>y</i> • <i>y</i> • • • • • • • • • • • • • • • • • • •		
185031	185031 10-08-21		01	Hand gloves and gum		Supplier delivery by Tu			uesdav				
			shoes										
185032	10-0		1	Steel				Supplier delivery by Tuesday					
No. of gate p		veek:	Nil / 5		From No.	N				Nill			
Delivery van				13.08.2	1,16.0	8.21,18.08.2	21,19.0	08.21,20.08.2	l				
Inward repor	t (MRN/ot	her) & :	stock report ema	iled in pdf	format	to purchase	e?			Yes / No			
Items not ord	lered but re	eceived:											
Other correct	tions & ren	narks:											
Details of ste	el & ceme	nt stock											
Sl. No	Tor size		Wt per mtr	Wt. for 12	mtr	Stock at s	ite :	Stock at site in		Previous sto	ock in Kgs		
			kgs	rod – kgs		- no of ro							
1	8mm		.395		4.74	-	Ι.	-					
2.	10mm		.617	7	7.404	-	-	-					
3.	12mm		.89	1	0.68	-		-					
4.	16mm		1.58]	8.96	-							
5.	20mm		2.47	2	9.64	-							
6.	25mm			46.32				_					
7.	32mm		6.32	7	75.84	-	-	_			***		
8.	Binding		-			Nill	Nill		Nill				
OPC stock			OPC last Nill			PPC/PSC	264		PPC/PSC last 311		311		
			weeks stock			stock				eeks stock			
Details			Project Manager			Admin Officer/				Admin Audit			
Sign						Murabeli							
Date		T	21-08-21			21-08-21	Munabuli 21-08-21						

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