

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

Company:	GV Discovery center pvt.ltd	Date:	21.08.2021
Site:	Genopolis	Prepared by:	Vineetha reddy
Report From / To	14-08-2021 to 21-08-2021 (Sunday to Saturday)	Approved by:	K.Narsing Rao
Report Date	21-08-2021		

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	Serial no of item in Req.	Item Description	Reason for not preparing PO/WO"
13261	25-06-2021	1	printer	Online purchase
13298	21-07-2021	1	Aerocon panels	Po not issued.
13304	30-07-2021	1	Brochure stand	Online purchase
13321	13-08-2021	1&4	Wires	Po not issued.
13323	13-08-2021	1	Sd cards	Po not issued.
13325	13-08-2021	1	Tp link router with sim card	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 ⁵
13308	03-08-2021	01	Led tv	Supplier arranging for material.
13320	13-08-2021	01	Day down lights	Ready with supplier.
13306	30-07-2021	01	Manhole covers	Ready with supplier.
13305	30-07-2021	03	Safety belts	Ready with supplier.
13312	07-08-2021	01	Gunny bags	Ready with supplier.
13313	07-08-2021	01&02	Helmets and jackets	Ready with supplier.
13318	13-08-2021	1&17	Cpvc material	Ready with supplier.

No. of gate passes issued this week:

nill From No. - To No. -

Delivery van site visit on:

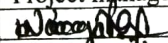
Inward report (MRN/other) & stock report emailed in pdf format to purchase?

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	184.86
2.	10mm	.617	7.404	2683	19860	0
3.	12mm	.89	10.68	468	5000	0
4.	16mm	1.58	18.96	3741	70940	3640.32
5.	20mm	2.47	29.64	168	5000	1185.6
6.	25mm	3.86	46.32	438	20300	2825.52
7.	32mm	6.32	75.84	50	3412.8	3412.8
8.	Binding wire				40	05
OPC stock		OPC last weeks stock		PPC/PSC stock	02	PPC/PSC last weeks stock 05
Details	Project manager			Admin Officer/Manager		Admin Audit
Sign						
Date	21-08-2021			21-08-2021		21-08-2021

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

K. NARSINGA RAO
Project Manager

MODI Properties

Stock List - Till Date : 21-08-2021

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
	20		760
Building material	20	38	760
1012 - Building material - Polyster Fibres - 6mm - pkts	1,000		40,950
Carpentry - hardware	1,000	41	40,950
2051 - Carpentry - hardware - Binding wire - 20 guage - kgs	13		870
Consumables	5	114	570
4006 - Consumables - Bucket - other - nos	3	50	150
4026 - Consumables - Dust bin - NA - nos	5	30	150
4065 - Consumables - Vim bar - NA - nos	160		3,540
Electrical - conducting	60	7	420
4500 - Electrical - conducting - PVC bend - other - nos	50	16	800
4777 - Electrical - conducting - Junction Box - 25mm - nos	30	42	1,260
4778 - Electrical - conducting - PVC Pipe - 1 In x 1.2 mm - nos	20	53	1,060
4779 - Electrical - conducting - PVC Pipe - 1 In X 1.5 mm - nos	47		10,470
Electrical - other	4	35	140
4617 - Electrical - other - Metal box - 8way - nos	36	185	6,660
4746 - Electrical - other - LED Lights - NA - nos	5	674	3,370
4798 - Electrical - other - FP Isolator - NA - nos	2	150	300
4804 - Electrical - other - Earth Powder - NA - bags	320		0
Electrical - wires	320	0	0
4695 - Electrical - wires - Copper flat wire - 3core - mtrs	1		0
Furniture	1	0	0
5542 - Furniture - Magazine stand - Other - nos	95		17,330
Miscellaneous	25	675	16,875
6066 - Miscellaneous - Armor Board - NA - Nos	70	7	455
6100 - Miscellaneous - Plastic Cards - Others - nos	7		2,026
Paints	2	813	1,626
6527 - Paints - Enamel - 4ltrs - buckets	5	80	400
6596 - Paints - Turpentine Oil - NA - ltrs	180		4,320
Plumbing - other	180	24	4,320
7353 - Plumbing - other - Green Hose pipe - Other - Mtrs	20		3,839
Stationery - other	5	185	925
7555 - Stationery - other - Paper - A4 - bundles	15	194	2,914
7578 - Stationery - other - Ring Binder - other - nos	1		977
Stationery -other	1	977	977
7663 - Stationery -other - Executive bag - NA - nos	0		1
Steel - rebar	0	32	1
8119 - Steel - rebar - TMT - 32mm - kgs	50		2,500
Tools	50	50	2,500
9593 - Tools - Labour helmet male - NA - Nos			
Total Stock Value...			87,583



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Building material	20		760
Carpentry - hardware	1,000		40,950
Consumables	13		870
Electrical - conducting	160		3,540
Electrical - other	47		10,470
Electrical - wires	320		0
Furniture	1		0
Miscellaneous	95		17,330
Paints	7		2,026
Plumbing - other	180		4,320
Stationery - other	20		3,839
Stationery -other	1		977
Steel - rebar	0		1
Tools	50		2,500
Total Stock Value...			87,583