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

Company:	Modi Realty Mallapur LLP	Date:	21.08.2021
Site:	Gulmohar Residency	Prepared by:	A.Sravani
Report From / To	15.08.2021 Sunday	Approved by:	
Report Date	21.08.2021 Saturday		

List of requisitions numbers missing in the report: Req no :*

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

Req No.	Req Date	serial no of iteam in Req	Item Description	Reason for not preparing PO/WO
187171	31.07.21	1	Automatic passengers lift (c-block)	Estimate to be prepare
187200	03.08.21	1	MS main gate	Estimate to be prepare
187225	07.08.21	1	Country rosso	Po to be issue
187252	16.08.21	1 to 8	PVC round sheet	PO to be issue

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	Reason for not preparing PO/WO
68968	28.04.21	1	MS Z angle templates	PO NO -76908 partly receiving
68969	28.04.21	1 to 4	MS Z angle templates	PO NO -76907 partly receiving
187011	01.06.21	7	Bathroom tiles	PO NO -77351 partly receiving MPL on vista
187012	22.05.21	2	Vitrified floor tiles	PO NO 77394 No stock at SSLLP
187035	09.06.21	5,6,7& 9,10,11	Bath room wall tiles	PO NO -77605 partly receiving
187066	23.06.21	1 to 3	Ispira carrara & urban wood natural	PO NO -78112 No stock at SSLLP.
187077	29.06.21	1	Ispira carrara	PO NO - 78330 No stock at SSLLP.
187089	02.07.21	3,6,7,& 11,12	Bath room wall tiles	PO NO - 78313 partly receiving
187124	15.07.21	1	MS stand	PO NO -78714 today will be delivered.
187143	23.07.21	1 to 4	Tiles country rosso	PO NO -79086 partly receiving
187152	26.07.21	1 to 2	Ispira carrara	PO NO -79054 No stock at SSLLP
187158	28.07.21	1 to 5	Tan brown granite	PO NO -79113 by Wednesday will be delivery.
187159	05.08.21	1 to 3	Rigid pipe	PO NO -79424 by Tuesday will be delivery.
187164	31.07.21	1,2,6,& 7,10	Electrical wires	PO NO -79231 by Wednesday will be delivery.
187169	31.07.21	1	DG set with AMF panel single conductor	PO NO -79267 by Wednesday will be delivery.

187176	31.07.21	1 to 7	Tan brown granite	PO NO -79318 by Wednesday will be delivery.
187195	03.08.21	1 to 5	Ms grills	PO NO -79455 by next weak will be delivery.
187198	03.08.21	1 to 7	Panel doors	PO NO -79402 partly receiving.
187199	03.08.21	1 to 3	Main door beedings	PO NO -79457 following with supplier
187201	03.08.21	1	SS railing	PO NO -79507 following with supplier.
187202	03.08.21	1	Urban wood natural	PO NO -79381 No stock at SSLLP
~~187206~~	~~04.08.21~~	~~1 to 4~~	Grills	~~PO NO -79451 by next weak will be~~ delivery
187207	04.08.21	1 to 7	Panel doors	PO NO -79396 partly receiving.
187208	04.08.21	1 to 3	Main door beeding	PO NO -79458 following with supplier.
187210	04.08.21	1 to 4	UPVC windows	PO NO -79554 following with supplier.
187211	04.08.21	1	UPVC sliding windows	PO NO -79557 following with supplier.
187214	04.08.21	1 to7	Tan brown granite	PO NO - 79426 By Tuesday will be delivery
~~187217~~	~~05.08.21~~	~~1 to 5~~	~~PVC material~~	~~PO NO -79469~~ . ~~partly delivered~~ .
187218	05.08.21	1 to 11	PVC material	PO NO -79422 . partly delivered .
187224	07.08.21	1	Urban wood natural	Supplier arranging material .
187225	07.08.21	1	Country rosso	PO No - 79694 . partly delivered .
187226	03.08.21	1	SS railing	PO NO -79509 following with welder
187229	11.08.21	1	MS pipe	PO NO -79600 by Wednesday will be delivery
187233	12.08.21	1 to 8	Pvc pipes	PO NO-79626,79635 by Wednesday ~~will be delivery~~.
187234	12.08.21	1 to 2	Tower dismanteling	PO NO -79667 by Wednesday will be delivery
187235	12.08.21	1to 2	Tower re errection	PO NO -79665 by Wednesday will be delivery
~~187236~~	~~12.08.21~~	~~1~~	~~Tower base plates~~	~~PO NO -79666 by Wednesday will be~~ delivery
187237	12.08.21	1	MS L angle	PO NO -79645 by Wednesday will be delivery
187243	14.08.21	1	Ceramic gray tile	PO No - 79855 . Delivery on Monday .
187245	16.08.21	26 to 29	GI U clamps	Po no - 79754 . Today will be deliver .
187247	16.08.21	1 to 19	Electrical switches	PO No - 79813 . Tuesday will be deliver.
187249	16.08.21	4,26,27,28 & 20	CPVC material	PO No - 79714 . Tuesday will be delivery . partly receiving .
187250	16.08.21	1,2,3,7,8,9 ,11 & 12	Plumbing material	PO No - 79781 . Tuesday will be received .

187253	16.08.21	1 to 6	Flush doors	PO No - 79824 , 79828 , 79829 & 79708 . next week delivery .
187254	16.08.21	1	Bleaching powder	PO No - 79708 & 79710 . partly receiving .
187255	20.08.21	1 to 7	Tan brown granite	PO No - 79860 . next week delivery .

No of gate passes issued this weak		From No.	nill	To No.	nill

Delivery van site visit on :	19.08.21 (Thursday) & 21.08.21(Saturday)
Inward report (MRN/other) &stock report emailed in pdf format to purchase	Yes
Item not ordered but received	

Detail of steel & cement stock

SI 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	0.395	4.74	30	142	nill
2.	10mm	0.617	7.41	50	31	nill
3.	12mm	0.888	10.66	20	213.2	nill
4.	16mm	1.580	18.96	15	284	nill
5.	20mm	2.469	29.23	10	292.3	nill
6.	25mm	3.86	46.32	10	463.2	nill
7.	32mm	6.32		nill	nill	nill
8.	Binding wire			nill	nill	nill

OPC stock	nil	OPC last weeks stock	nil	PPC/PSC stock	300 bags	PPC/PSC last weeks stock	nil

Details	Project Manager	Admin Officer/Manager	Admin Audit
Sign			
Date		21/8/21.	

*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!