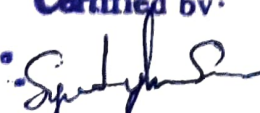


Remarks from site on the 'Requisition by Site Report' of purchase division

Company:	Serene constructions llp	Date:	30-08-2021				
Site:	Serene farms	Prepared by:	G.siva prasad				
Report From / To	21-08-2021 to 30-08-2021	Approved by:	Syed golam sarwar				
Report Date	30-08-2021						
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 ^a			
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 ^b			
150562	29-07-21	1	Hp laptop adapter	Supplier is arranging materials			
150569	05-08-21	1	4-way distribution board	Supplier is arranging materials			
150571	19-08-21	1,2	Tan brown granite	Supplier is arranging materials			
150576	14-08-21	1 to 7	Plants	Supplier is arranging materials			
150577	19-08-21	1	Ss sink	supplier is arranging materials			
No. of gate passes issued this week:		Nil	From No.	- To No. -			
Delivery van site visit on:		26/08/2021					
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		30-08-2021		30-08-2021			

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

Project Manager
 Medi Farm House (Hyd) LLP

Certified by:

Admin Officer
 Medi Farm House (Hyd) LLP

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

[illegible]

Date	30-08-2021	30-08-2021
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:
Sy Lys
Project Manager,
Farm House (Hyd) LLP

Page 1 of 1

Certified by:
G. J. H. prasad
Admin Office:
Modi Farm House (Hyd); LLP

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.
14/08/23	09:35	147	16082	DC	13/08/23	147	14/08/23	Summit Sales IIP	Sachin	[Signature]	20/08/23	14:30	Srikanth	[Signature]	G. Siva prasad
14/08/23	09:35	148	DC	16083	13/08/23	148	14/08/23	Summit Sales IIP	Sachin	[Signature]	20/08/23	14:30	Srikanth	[Signature]	G. Siva prasad
14/08/23	09:35	149	DC	16084	13/08/23	149	14/08/23	Summit Sales IIP	Sachin	[Signature]	20/08/23	14:30	Srikanth	[Signature]	G. Siva prasad
14/08/23	09:35	150	DC	16085	13/08/23	150	14/08/23	Summit Sales IIP	Sachin	[Signature]	20/08/23	14:30	Srikanth	[Signature]	G. Siva prasad
14/08/23	09:35	151	DC	16086	13/08/23	151	14/08/23	Summit Sales IIP	Sachin	[Signature]	20/08/23	14:30	Srikanth	[Signature]	G. Siva prasad
26/08/23	16:30	166	DC	406	26/08/23	166	26/08/23	Reflectons electrical	Kiran	[Signature]	27/08/23	14:30	Srikanth	[Signature]	G. Siva prasad
26/08/23	16:30	167	DC	16240	26/08/23	167	26/08/23	Summit Sales IIP	Kiran	[Signature]	27/08/23	14:30	Srikanth	[Signature]	G. Siva prasad
26/08/23	16:30	168	DC	16239	26/08/23	168	26/08/23	Summit Sales IIP	Kiran	[Signature]	27/08/23	14:30	Srikanth	[Signature]	G. Siva prasad
26/08/23	16:30	169	Bill	0754 506/21-22/	26/08/23	169	26/08/23	perence engineering corporation	Kiran	[Signature]	27/08/23	14:30	Srikanth	[Signature]	G. Siva prasad