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|----------------------------------------------------------------------------------|------------------|-----------------------------------|----------------------------|---------------------|----------------------------------------------------|
| Prepared by:                                                                     | Bhavani          |                                   |                            |                     |                                                    |
| Report Date                                                                      | 28-08-2021       |                                   |                            |                     |                                                    |
| Site                                                                             | MCMET            |                                   |                            |                     |                                                    |
|                                                                                  |                  |                                   |                            |                     |                                                    |
| List of requisitions Where PO/WO not prepared 3 working days after requisition:  |                  |                                   |                            |                     |                                                    |
| Requisition No                                                                   | Requisition Date | Material Descsription             | Purchase Officer - Remarks | Material delivered? | If material is not delivered - is delay justified? |
| NIL                                                                              |                  |                                   |                            |                     |                                                    |
|                                                                                  |                  |                                   |                            |                     |                                                    |
| List of requisitions Where PO/WO is prepared and items have not received at site |                  |                                   |                            |                     |                                                    |
|                                                                                  |                  |                                   |                            |                     |                                                    |
| 162141                                                                           | 25-08-2021       | Tube Lights                       | Collect From SSLLP         |                     |                                                    |
|                                                                                  |                  |                                   |                            |                     |                                                    |
| 162140                                                                           | 21-08-2021       | Rod Cutting Blades                | Material Delivered         |                     |                                                    |
|                                                                                  |                  |                                   |                            |                     |                                                    |
| 162122                                                                           | 04-06-2021       | Panel Doors,Magnetic Door Stopper | Collect From SSLLP         |                     |                                                    |
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