

Prepared by:	Bhavani				
Report Date	27-08-2021				
Site	Head Office				
List of requisitions Where PO/WO not prepared 3 working days after requisition:					
Requisition No	Requisition Date	Material Description	Purchase Officer - Remarks	Material delivered?	If material is not delivered - is delay justified?
183150	28-08-2021	AC Material	PO to be issue		
183151	28-08-2021	AC Material	PO to be issue		
183090	02-08-2021	Carrara Tiles(SMOA)	PO Issued.Po no:79382		
183092	05-08-2021	Electrical Material	PO Issued.Po no:79417,79459		
183147	27-08-2021	HDPE Pipe	PO Issued.Po no:80143		
183144	27-08-2021	Black Oxide	PO Issued.Po no:80082		
183138	17-08-2021	Cassete AC	PO Issued.Po no:80081		
List of requisitions Where PO/WO not prepared 3 working days after requisition:					
183149	28-08-2021	Plain False Ceiling	Collect From Supplier		
183111	16-08-2021	Steel Grey Granite	Collect From SSLLP		