

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

|                                                                                                             |                              |                           |                          |                                                                                       |                      |                          |
|-------------------------------------------------------------------------------------------------------------|------------------------------|---------------------------|--------------------------|---------------------------------------------------------------------------------------|----------------------|--------------------------|
| Company:                                                                                                    | Mehta&Modi Realty Kowkur LLP |                           | Date:                    | 25-09-2021                                                                            |                      |                          |
| Site:                                                                                                       | Greenwood Heights            |                           | Prepared by:             | N. Shravya                                                                            |                      |                          |
| Report From / To                                                                                            | 19-09-2021                   |                           | Approved by:             | A. Suresh                                                                             |                      |                          |
| Report Date                                                                                                 | 25-09-2021                   |                           |                          |                                                                                       |                      |                          |
| 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"                                                       |                      |                          |
| 140740                                                                                                      | 27-08-2021                   | 1                         | MS Sliding Gates         | Under Fabrication.                                                                    |                      |                          |
| 140783                                                                                                      | 20-09-2021                   | 1-4                       | PVC pipe                 | PO not issued.                                                                        |                      |                          |
| 140786                                                                                                      | 22-09-2021                   | 1                         | Printer                  | Online purchase.                                                                      |                      |                          |
| 140787                                                                                                      | 22-09-2021                   | 1                         | Flexible pipe            | 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                                                   |                      |                          |
| 140717                                                                                                      | 13-08-2021                   | 1                         | Powder coated grills     | PO No. 79763, Under Fabrication.                                                      |                      |                          |
| 140750                                                                                                      | 02-09-2021                   | 1                         | Tanbrown Granite         | PO No 80248, We will get it from SOV LLP.                                             |                      |                          |
| 140766                                                                                                      | 09-09-2021                   | 1                         | Cement                   | PO No. 80468, Partial delivery.                                                       |                      |                          |
| 140768                                                                                                      | 09-09-2021                   | 3,7                       | Panel doors              | PO No.80493, Partial delivery, We will get it from SSSLP.                             |                      |                          |
| 140778                                                                                                      | 16-09-2021                   | 1                         | Grout                    | PO No. 80727, partial delivery, We will get it from SSSLP when material is available. |                      |                          |
| 140780                                                                                                      | 18-09-2021                   | 1-4                       | WPC Door frames          | PO No.80890, Sup: Sri balaji enterprises, they will deliver the material by Tuesday.  |                      |                          |
| Inward report (MRN/other) & stock report emailed in pdf format to purchase                                  |                              |                           |                          | Yes                                                                                   |                      |                          |
| 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                                                                                                   | 0 bags                       | OPC last weeks stock      |                          | PPC/PSC stock                                                                         |                      | PPC/PSC last weeks stock |
| Details                                                                                                     |                              | Project Manager           |                          | Admin Officer/Manager                                                                 |                      | Admin Audit              |
| Sign                                                                                                        |                              |                           |                          |                                                                                       |                      |                          |
| Date                                                                                                        |                              | 25-09-2021                |                          | 25-09-2021                                                                            |                      | 25-09-2021               |

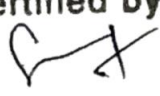
Notes: 1. \* Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to [purchase@modiproperties.com](mailto:purchase@modiproperties.com), [ashaiva@modiproperties.com](mailto:ashaiva@modiproperties.com) and [rajkumarn@modiproperties.com](mailto:rajkumarn@modiproperties.com) on every Sunday. 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!

A. SURESH  
Project Manager

N. Shravya  
Asst. Engineer  
MEHTA & MODI REALTY KOWKUR LLP

|                                                                                 |                      |                            |                                     |                     |                                                    |
|---------------------------------------------------------------------------------|----------------------|----------------------------|-------------------------------------|---------------------|----------------------------------------------------|
| Reply to remarks on requisition by site report.                                 |                      |                            |                                     |                     |                                                    |
| Prepared by:                                                                    | Minish               |                            |                                     |                     |                                                    |
| Report from/to                                                                  | 12-09-21 TO 18-09-21 |                            |                                     |                     |                                                    |
| Report Date                                                                     | 25-09-2021           |                            |                                     |                     |                                                    |
| Site                                                                            | GHT                  |                            |                                     |                     |                                                    |
| Remarks by Shiva Krishna                                                        |                      |                            |                                     |                     | Date 25/9/21                                       |
| Requisition No                                                                  | Requisition Date     | Material Description       | Purchase Manager - Remarks          | Material delivered? | If material is not delivered - is delay justified? |
| List of requisitions where PO/WO not prepared 3 working days after requisitions |                      |                            |                                     |                     |                                                    |
| 140740                                                                          | 27-08-21             | MS Sliding Gates           | under fabrication                   | NO                  |                                                    |
| 140754                                                                          | 03-09-21             | Wires                      | Partly delivered balance this week  | YH                  |                                                    |
| 140705                                                                          | 04-08-21             | Powder coated double gates | Delivered                           | YH                  |                                                    |
| 140717                                                                          | 13-08-21             | powder coated grills       | under fabrication                   | 20                  |                                                    |
| 140750                                                                          | 02-09-21             | Tan brown granites         | Collect from SOVLLP                 | 20                  |                                                    |
| 140754                                                                          | 03-09-21             | Wires                      | Partly delivered balance to deliver | 25                  |                                                    |
| 140766                                                                          | 09-09-21             | Cement                     | Delivered                           | 20                  |                                                    |
| 140768                                                                          | 09-09-21             | Panel doors                | Contact supplier                    | 22                  |                                                    |

APPROVED BY  
25 SEP 2021  
A. SURESH

Certified by:  
  
N. Shravya  
Asst. Engineer  
MEHTA & MODI REALTY KOWKUR LLP