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

Company Silver			ver Oak Villas part-III					01-10-2021					
The state of the s			Dak Villas part-			ared by:		Ch. Pranavi					
Report From / To 24-			1-09-2021 to 02-10-2021(fri to			Approved by:		K Purshotham					
Report Date		01-10-2	2021										
			issing in the rep	ort*:									
List of requi	sitions wh	ere PO/V	WO not prepared	3 working	g days	after requisi	tion:						
Req No.	Req Date		Serial no of item in Req		n Description		Reason for not preparing PO/WO"						
183652	01-0	9-2021	01	Epso	n M20	printer.							
183660	08-09	2-2021	1-3		Plates								
List of requi	sitions wh	ere PO/V	WO is prepared	and items h	ave no	t been receiv	ved at	site beyond th	e lead time:				
Req No. Req Date			Serial no of item in Req.	Iten	n Desc	ription Details of d		Details of disc	iscussion with supplier				
183664	14-09-2021		01		Hold fasts			Material available and will be delivered by Monday					
183673	20-09	-2021	02		Electrical wires (yellow and black color)			Present stock not available at supplier					
183675	20-09	2-2021	01		SS screws			Material is available and will be delivered by Monday					
183676	28-09-2021		1-8		Electrical conducting materials for slabs			Present stock not available at supplier					
183679	83679 24-09-2021		1 to 8		Electrical conducting - Present stock not available at supplier internal material								
No. of gate	passes issu	ed this v	veek:	Nil / 5	F	From No.		To N		lill			
Delivery var	site visit	on:1		27-09-2	2021, 2	8-09-2021,	30-09	9-2021, 01-10-2	2021				
Inward repo	rt (MRN/c	ther) &	stock report ema	iiled in pdf	format	to purchase	?		Yes / No				
ltems not or	dered but	received:											
Other correc													
Details of st	eel & cem	ent stock											
SI No			Wt per mtr kgs	Wt. for 12 rod – kgs		Stock at site - no of rods		Stock at site in Kgs	Previous stock in Kg				
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	The same of the sa	6.32		75.84	-		-					
8	Binding	wire	•			Nill		Nill	Nill				
OPC stock	Nill		OPC last weeks stock	Nill		PPC/PSC stock	Nill		PPC/PSC last Nill weeks stock				
Desile			Project Manager			Admin Officer/Manager			Admin Audit				
Details			R			Prano		. (L					
1970			01616-2021			01-10-202	21						

Notes: 1 \* Send a copy of the missing requisitions to Purchase immediately. 2 Send this report to purchase@modiproperties.com, ashan.a@modiproperties.com and rush unterm@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. \* \*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, Manerial in transit, WO - under fabrication, WO - material for fabrication not received, WO - material necessed fabrication not started. Delivery van delay, Delay by purchase assistant, Supplier arranging for material, 9 Purchase to send reply to this report 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!

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

Company:		) (TID)	2011			oy bite itep						
U.,			HPLSOV			): 		01-10-2021				
D			Oak Villas part-		Prepared by:			Ch.Prana				
sat)			9-2021 to 02-10-2021(fri to			Approved by:		K Purshotham				
Report Date		01-10-2	2021									
List of requ	isitions nun	ibers m	issing in the rep	ort*:								
List of requ	isitions whe	ere PO/V	WO not prepare	d 3 working	g days	after requis	ition:					
Req No.	Req No. Req Date		Serial no of item in Req		em Description		Reason for not preparing PO/WO#				O/WO#	
List of requi	sitions whe	re PO/\	WO is prepared	and items h	ave no	t been recei	ved at s	ite hevon	the l	ead time:		
Req No.	Req Date		Serial no of item in Req.	Item Desc		ription	Details of dis		of disc	scussion with supplier <sup>s</sup>		
185014	0807	-21	1	Curb stone			Holding for a while			site not ready		
185049	24-09-2021		02		GI bends and co		Mater	Material available and will be Monday			vered by	
No. of gate passes issued this			veek:	Nil/5 F		From No.		Nill To No			Nill	
Delivery var	site visit o	n:1				8-09-2021,				21	14111	
Inward repor	rt (MRN/ot	her) & s	stock report ema	iled in ndf	forma	t to nurchase	20-09-	2021, 01-	10-202	Yes / No		
Items not or	dered but re	ceived:	to our report ont	incu in pui	TOTILL	to purchase				1 es / No		
Other correct												
Details of ste	eel & cemer	nt stock										
Sl. No	Tor size			Wt. for 12 mtr		Stock at si	4. 0. 1			D		
			kgs	rod – kgs					ın	n Previous stock in Kgs		
1.	8mm		.395	Tou - kgs	4.74	– no of ro						
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 v	vire	- 0.32		13.04	Nill	-	111				
OPC stock	Nill		OPC last	Nill		PPC/PSC	Ni			Nill		
			weeks stock	7 4111		stock	11	. 1		PC/PSC last	111	
Details			Project Manage	r						weeks stock		
Sign			Transpor					A	dmin Audit			
Date		- 1	01-10-2021			01-10-202	vi.a	L				
ter 1 * Co. J			01 10 2021			01-10-202	. 1					

Notes: 1. \* Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to <a href="mailto:purchase@modiproperties.com">purchase@modiproperties.com</a>, <a href="mailto:ashaiva@modiproperties.com">ashaiva@modiproperties.com</a> and <a href="mailto:report">raikumann@modiproperties.com</a> 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 & 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!

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

C-								Juion				
			r Oak Villas LLP			Date:			01-10-2021			
			Oak Villas			Prepared by:			Ch. Pranavi			
sat)		4-09-20 at)	2021 to 02-10-2021(fri to		Approved by:			K Purshotham			-	
Report Date	0	1-10-20	021									
List of requisi	tions numb	ers mis	sing in the rene	rt*.								
List of requisi	tions where	PO/W	O not prepared	3 working	dova	Acr requir	ition					
Req No.	- July Suite		Serial no of	Item	Description Description		Reason for not preparing PO/WO#					
156564	156564 18-09-2021		item in Req	A1 337' 1								
List of requisitions where PO/ Req No. Reg Date		DOAL	1-3	Al. Windows								
Reg No.	Reg D	oto V	Consprenated a	nd items ha	ve not	been recei	ved at si	te be	yond the l	lead time:		
1	Req No. Req Date		Serial 110 Of	Item	Descr	ription	Details of o			discussion with supplier§		
156566	18-09-2	021	item in Req.	-								
	10 05 2021		01	Metal du	Metal dust bins		Material available and will be delivered by Monday					
No. of gate passes issued this w			eek:			rom No.		5971 To			5974	
Delivery van site visit on:1				5								
Inward report	OMPNI-	:1		27-09-2	2021, 2	28-09-2021	30-09-	2021	01-10-20	021		
The art Teport	(MKN/oth	er) & s	tock report ema	iled in pdf f	ormat	to purchase	e?			Yes / No		
rients not orde	erea but rec	eived.						1		1007110		
Other correcti	ions & rem	arks:										
Details of stee	el & cemen	t stock										
Sl. No	Tor size	e Wt per mtr		Wt. for 12 mtr		Stock at s	ite Stock at site in		t sita in	Description 1 1 77		
			kgs	rod - kgs		- no of ro			i site iii	n Previous stock in Kgs		
1.	8mm		.395		4.74	-	us 10	50				
2.	10mm									1		
3.			.617	7	7.404	-						
	12mm		.617		7.404	-	-					
4.	12mm 16mm				0.68	-	-					
4. 5.	12mm 16mm 20mm		.89	1	0.68	-	-					
4. 5. 6.	12mm 16mm 20mm 25mm		.89 1.58	1 1 2	10.68 18.96 29.64		-					
4. 5. 6. 7.	12mm 16mm 20mm 25mm 32mm		.89 1.58 2.47	1 1 2 2	10.68 18.96 29.64 16.32							
4. 5. 6. 7. 8.	12mm 16mm 20mm 25mm	vire	.89 1.58 2.47 3.86	1 1 2 2	10.68 18.96 29.64	- - -	- - -	11				
4. 5. 6. 7.	12mm 16mm 20mm 25mm 32mm		.89 1.58 2.47 3.86 6.32	1 1 2 2	10.68 18.96 29.64 16.32	- - - - - Nill	- - - - Ni			Nill		
4. 5. 6. 7. 8. OPC stock	12mm 16mm 20mm 25mm 32mm Binding v		.89 1.58 2.47 3.86 6.32	1 2 2 2 2 5	10.68 18.96 29.64 16.32	- - - - - Nill PPC/PSC	- - -			PC/PSC last	Nill	
4. 5. 6. 7. 8. OPC stock	12mm 16mm 20mm 25mm 32mm Binding v		.89 1.58 2.47 3.86 6.32 - OPC last	1 1 2 2 2 7	10.68 18.96 29.64 16.32	Nill PPC/PSC stock	- - - - - Ni	11	W	PC/PSC last reeks stock	Nill	
4. 5. 6. 7. 8. OPC stock	12mm 16mm 20mm 25mm 32mm Binding v		.89 1.58 2.47 3.86 6.32 - OPC last weeks stock	1 1 2 2 2 7	10.68 18.96 29.64 16.32	- - - - - Nill PPC/PSC	- - - - - Ni Ni	ll	W	PC/PSC last	Nill	

Notes: 1. \* Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to <a href="mailto:purchase@modiproperties.com">purchase@modiproperties.com</a>, <a href="mailto:ashaling:ashalin