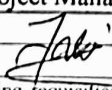


Company:	Modi Realty Miryalaguda LLP		Date:	04-10-2021	
Site:	AVR Gulmohar Homes		Prepared by:	Zakir	
Report From / To	18-09-2021 to 04-10-2021		Approved by:		
Report Date	04-10-2021				
List of requisitions numbers missing in the report :					
List of requisitions where PO/WO not prepared 3 working days after requisition:					
Req No.	Req Date	Serial no of item in Req.	Item Description	Reason for not preparing PO/WO	
165442	18-08-2021	1	SS Screws	PO to be issue	
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	
165411	03-07-2021	1	Villa no.70 tiles	70% received ;	
165412	03-07-2021	1	Villa no.60 tiles	Ready to supplies	
165423	26-07-2021	1,23 &5	Z angle templates	Ready to supplies	
165427	26-07-2021	1 to3	Villa no.18 tiles	Ready to supplies	
165431	26-07-2021	1 & 3	Window grills	80% received ;	
165448	23-08-2021	1	CC TV camera	Ready to supplies	
165459	04-09-2021	1 to 12	Bathroom tiles	Ready to supplies	
165460	04-09-2021	1 to 3	Utility Tiles	Ready to supplies	
165461	04-09-2021	1to 6	Panel door	85% received ;	
165466	03-09-2021	1,3,5,6	4x2 tiles	Ready to supplies	
165467	03-09-2021	1,2,5,6	4x2 tiles	50% received ;	
165458	03-09-2021	4,6	4x2 tiles	90% received ;	
165459	03-09-2021	1 to 09	Bathrrom tiles	Ready to supplies	
165462	03-09-2021	1 to 07	AL windows	40% received ;	
165463	03-09-2021	1 to 07	Windows grill	Ready to supplies	
165469	08-09-2021	1 to 12	Bathroom tiles	Ready to supplies	
165471	14-09-2021	1 to 5	MS Gate	Ready to supplies	
165482	17-09-2021	1 to 45	Name plate	Ready to supplies	
165484	22-09-2021	1 to 3	PVC Wenge sheet	Ready to supplies	
165485	21-09-2021	1 to 4	RO plant Materials	Ready to supplies	
No. of gate passes issued this week:			Have	From No.	14873 To No. 14898
Delivery van last site visit on:			25-09-2021		
Inward report (MRN/other) & stock report emailed in pdf format to purchase?				Yes	
DC register Sl.No. during the week	From No.	14906	To No.	14912	
Items not ordered but received:					
Other corrections & remarks: We have sent 2.2 HP submersible pump, Drilling machine.for repairing purpose.					
Details	Project Manager		Admin Officer/Manager		Admin Audit
Sign					
Date					

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