

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

Company:	Modi Realty Mallapur LLP	Date:	02.09.2021
Site:	Gulmohar Residency	Prepared by:	M.Deepa
Report From / To	03.10.2021 Sunday	Approved by:	
Report Date	02.09.2021 Saturday		

List of requisitions numbers missing in the report*: Req no :

List of requisitions where PO/WO not prepared 3 working days after requisition:

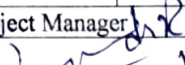
Req No.	Req Date	serial no of item in Req	Item Description	Reason for not preparing PO/WO
187171	31.07.21	1	Automatic passenger lift c-block	Estimate to be prepare
187361	08.09.21	1 to 10	Hose pipe	Po to be issue
187404	18.09.21	1	Crack mite chemical	Po to be issue
187411	20.09.21	1	Ms pole	Po to be issue
187463	28.09.21	1 to 10	Pvc pipes	Requisition sent to MD'S approval
187477	30.09.21	1	False ceiling down lighter	Requisition sent to MD'S approval

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	Reason for not preparing PO/WO
187167	31.07.21	1 to 2	Automatic passenger lift	PO NO -79796,79797 coordinate with supplier
187168	31.07.21	1 to 2	Automatic passenger lift	PO NO -79792,79793 coordinate with supplier
187170	31.07.21	1 to 2	Automatic passenger lift	PO NO -79789,79790 coordinate with supplier
187172	31.07.21	1 to 2	Automatic passenger lift	PO NO -79795,79794 coordinate with supplier
187195	03.08.21	1	Ms Grills 6'x4'	PO NO -79455 by Thursday will be delivery
187196	03.08.21	1 to 4	UPVC sliding windows	PO NO -79562 by next weak will be delivery
187197	03.08.21	1	UPVC sliding windows	PO NO - .79560 by next weak will be delivery
187201	03.08.21	1	SS railing	PO NO - 79507 by Monday will be delivery
187206	04.08.21	1 to 4	Ms grills	PO NO -79451 by Wednesday will be delivery
187207	04.08.21	1 to 7	Panel doors	PO NO -79396 by Wednesday will be delivery
187210	04.08.21	1 to 4	Upvc sliding windows	PO NO -79554 by next week will be delivery
187211	04.08.21	1	Upvc sliding windows	PO NO -79557by next weak will be delivery

187217	05.08.21	1 to 5	Hard ware brackets	PO NO -79469 by Wednesday will be delivery
187226	03.08.21	1	Ss railing with 10 mm toughed glass	PO NO -79509 partly receiving
187257	18.08.21	1	Bamboo tadka	PO NO- 79683 by Wednesday will be delivery
187262	19.08.21	1	Ms l angle door frame	PO NO -79864 by Wednesday will be delivery
187279	24.08.21	1	MDF pre laminated sheet brown colour	PO NO -79953 partly receiving
187282	24.08.21	1	Electrical wires	PO NO - 79993 by Tuesday will be delivery
187284	25.08.21	1	MS L angle	PO NO -80128 by Tuesday will be delivery
187306	04.09.21	1 to 9	Pvc pipe	PO NO -80492 by Wednesday will be delivery
187314	31.08.21	1	MS L Angle	PO NO -80216 by Wednesday will be delivery
187325	02.09.21	1 to 2	Electrical wires	PO NO -80435 by Wednesday will be delivery
187336	04.09.21	1 to 3	Macherla stone black	PO NO -80489
187350	07.09.21	1	Ss railing	PO NO -80409 partly receiving
187360	08.09.21	1 to 2	Ms round pipes	PO NO -80521 by Wednesday will be delivery
187365	09.09.21	5 to 7	Ss hinges	PO NO -80645 by Wednesday will be delivery
187369	09.09.21	1 ,6	Panel door	PO NO -80649 by Wednesday will be delivery
187372	14.09.21	8	Cpvc 45 elbow	PO NO -80627 by Wednesday will be delivery
187381	14.09.21	1 to 2 & 11	Single socket pipe	PO NO -80735 by Tuesday will be delivery
187384	14.09.21	1	Ms z angle	PO NO -80781 by Wednesday will be delivery
187403	18.09.21	1 to 2	Carpentry windows	PO NO -80858 partly receiving
187409	20.09.21	1 to 22	Electrical module plates	PO NO - 80982 by Wednesday will be delivery
187414	20.09.21	1 to 11	Electrical wires	PO NO 80927 by Wednesday will be delivery
187416	23.09.21	4	Janata paste	PO NO -80925 by Wednesday will be delivery
187417	21.09.21	1 to 7	Pvc pipe	PO NO -80872 by Thursday will be delivery
187420	21.09.21	1	Templates 6'x4'	PO NO - 80865 by Wednesday will be delivery

87421	21.09.21	1	Templates	PO NO-80866 by Wednesday will be delivery			
187423	21.09.21	1	Pvc elbow	PO NO -80909 by Thursday will be delivery			
187424	21.09.21	1 to 10	Pv c pipe	PO NO -80905 by Thursday will be delivery			
187426	21.09.21	1 to 7	Panel doors	PO NO -80904 by Thursday will be delivery			
187435	24.09.21	1 to 8	PVC pipe	PO NO- 81042 by Thursday will be delivery			
187436	24.09.21	1	Covering blocks	PO NO -80991 by Thursday will be delivery			
187449	27.09.21	1 to 10	PVC Pipe	PO NO -81110 by Wednesday will be delivery			
187450	27.09.21	1 TO 8	PVC pipe	PO NO -81106 by Wednesday will be delivery			
187453	27.09.21	1 to 2	Ms grills	PO NO -81128 by Thursday will be delivery			
187455	27.9.21	1 to 12	Electrical modular plates	PO NO -81133 by Thursday will be delivery			
187462	28.09.21	1 to 8	PVC Pipes	PO NO -81174 by Thursday will be delivery			
187475	29.09.21	1	White cement	PO NO -81156 by Thursday will be delivery			
No of gate passes issued this weak			From No.	nill	To No.	nill	
Delivery van site visit on :			28.09.21 (Tuesday) 30.09.21 (Thursday) & 02.10.21(Saturday)				
Inward report (MRN/other) & stock report emailed in pdf format to purchase					Yes		
Item not ordered but received							
Detail of steel & cement stock							
SI 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	0.395	4.74	500	2500		nill
2.	10mm	0.617	7.41	270	2000		nill
3.	12mm	0.888	10.66	95	1000		nill
4.	16mm	1.580	18.96	56	2500		nill
5.	20mm	2.469	29.23	133	3000		nill
6.	25mm	3.86	46.32	65	3000		nill
7.	32mm	6.32		nill	nill		nill
8.	Binding wire			nill	nill		nill
OPC stock	nil	OPC last weeks stock	nil	PPC/PSC stock	100 bags	PPC/PSC last weeks stock	nil

Details	Project Manager		Admin Officer/Manager		Admin Audit		
Sign							
Date	04/10/21						

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