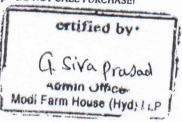
Prepared by:		T.D. Murthy			
Report Date		14-10-2021			
Site		Serene Constructions LLP			
List of requisit	tions Where PO	WO not prepared 3 working days a	fter requisition:		
Requisition No	Requisition Date	Material Descscription	Purchase Officer - Remarks	Material delivered?	If material is not delivered is delay justified?
150579	30-08-2021	Acrylic Board	Promotions to follow-up	denvered:	is delay justified?
150583	30-08-2021	Curtains	Online purchase		
150584	30-08-2021	Curtain Rods	Online purchase		
List of requisit	ions Where PO/	WO is prepared and items have not	received at site		
150562	29-07-21	HP Laptop adaptor	Next week delivery		
150581	30-08-21	Al. windows	Next week delivery		
150582	30-08-21	Window beading	Next week delivery		
150586	13-09-21	Al. windows	Next week delivery		
150587	18-09-21	CPVC Reducer Tee	Next week delivery		

T.D. Muing

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

Company		Seren	ne constructions	. 11		on by Site Rep	ort' of	purchase	div	ision		
	Company: Serene constructions llp Site: Serene farms					Date:			09-10-2021			
Report From / To 01-10-2021 to 00 10				200	Pr	epared by:		G.Siva	nrac	Pand 12		
- Polit Date			3001		Market Commission	Approved by:		Syed golam sarwar				
List of rec	uisitions nu							2) 50 80	Idill	sarwar		
List of rec	uisitions wh	ere DC	MISSING IN the r	epoi	1':	. "					7.809	
Reg No). Rec	Data	Missing in the roll of the part of the par	red	3 working da	ys after requisit	ion:					
med Dat		Date			Item Description		Reason for not preparing PO/WO					
150579	30-	08-21	requisition				Re	aso	n for not pre	eparing PO/WC		
150583		08-21			Acrylic boa	rd						
150584	30.4	10 21	1 to 6		Curtains			-				
List of rea	50584 30-08-21 1 to3 of requisitions where PO/WO is prepared at eq No. Req Date Serial no of			Curtain rods	with brackets		-					
Reg No	distrions wn	ere PO	WO is prepare	d an	d items have	ont been receive		4.				
red 140	· Req Date		Serial no of		Item Description			e beyond the lead time:				
150562			item in Rea		item Description		Details of discussion with supplier					
150581		7-21	1		Hp laptop ac	Innter						
WARRANT TO THE OWNER OF THE OWNER OWNER OF THE OWNER OW		8-21	1 to 8		Aluminium	apter	Supplie			er is arranging materials		
150582		8-21	1 to 7		Windowsh	windows	Supplier is arranging materials					
150586 13-09-21			1 to 6	-	Window beading			Supplier is arranging materials				
150587	18-09-21		9		Aluminium windows		177777	Suppli		ier is arranging materials		
The second				-	Cpvc reduce	r tee		Supplie	er is	arranging n	naterials	
No. of gate	passes issue	d this	week.		2777					-09 1	101011013	
Delivery va	n site vicit c				Nil	From No.		-	Т	o No.		
nward repo	ort (MRN/ot	harl a	m4 - 1				06	/10/2021		0110.	<u> </u>	
tems not or	rdered but re	iici) &	stock report em	naile	d in pdf forma	it to purchase?	1	110/2021		77. (22		
Other come	ctions & ren	ceived	:							Yes/No	0	
Dataila of	cuons & ren	narks:										
L No	teel & ceme	nt stocl										
I. NO	Tor size		Wt per mtr		t. for 12 mtr	Stock at site	I G					
		- 1			d-kgs	Stock at site	Stock at site in		in Previous stock in Kgs			
1.	8mm		.395		4.74	-no of rods Kgs						
2.	10mm		.617		7.404		-			-		
3.	12mm		.89		10.68	-	-			-		
4.	16mm		1.58	_	18.96	-	-			-		
5.	20mm		2.47	1	29.64	-	-			-		
6.	25mm		3.86	46.32		-	-			-		
7.	32mm		6.32			-	-			-		
8.	Binding w	ire	0.52	_	75.84	-			-	-		
PC stock	nil		OPC last nil weeks stock			PPC/PSC	0 bags		PF	PC/PSC last	I Observ	
etails						stock				eks stock	0bags	
gn			Project Manager			Admin Officer/Manager		ger	Admin Audit			
ate		-	20.10.2021						- 10	Jinny Vanil		
			09-10-2021			09-10-2021						

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 ompleting this report. 4. Ensure that inward numbers are written on 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 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!



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