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

| Company:       |   | Silver (  |  |              | Date                               |                       |                                       | 16 10 200  |        | _   |            |  |
|----------------|---|-----------|--|--------------|------------------------------------|-----------------------|---------------------------------------|--|--------|---|------------|--|
|                |   |           | ver Oak Villas part-III<br>ver Oak Villas part-III   |              |                                    |                       | 16-10-2021                            |  |        |   |            |  |
| Report From    | / To  |           | 2021 to 16-10-2  |              |                                    |                       |                                       | Ch. Pranavi K Purshotham                                 |        |   |            |  |
| •              |   | sat)      |  | 021(11110    | Арр                                | roved by:             |                                       | K Pursnot  | nam    |   |            |  |
| Report Date    |   | 16-10-2   | The state of the s |              |                                    |                       |                                       |  |        |   |            |  |
|                |   |           | issing in the rep  |              |                                    |                       |                                       |  |        |   |            |  |
|                |   |           | VO not prepare   |              | g days                             | after requis          | ition:                                |  |        |   |            |  |
| Req No.        | Rec   | 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.              |                                       |  |        |   |            |  |
| List of requi  | sitions wh  | ere PO/V  | VO is prepared   |              |                                    |                       | ved at                                | site beyond  | the le | ad time:  |            |  |
| Req No.        |   |           | Serial no of   |              |                                    | ription               |                                       |  |        |   | plier\$    |  |
| 1              | 1-1-1-  |           | item in Req.   |              |                                    |                       |                                       | Details of discussion with supplier <sup>5</sup>         |        |   |            |  |
| 183672         | 01-09-2021 isitions where PO/ Req Date  16-09-2021  28-09-2021  06-10-2021  07-10-2021  09-10-2021  12-10-2021  passes issued this in site visit on:1 |           | 1-2  |              | Regal beige and crema marfil tiles |                       |                                       | Stock available at ssllp and will be delivered by Monday |        |   |            |  |
| 183676         | 28-09   | 9-2021    | 1-8  | Electric     |                                    | ducting               |                                       |  | ole an | and will be delivered<br>and will be delivered<br>and will be delivered |            |  |
|                |   |           |  |              | materials for slabs                |                       |                                       | Monday   |        |   |            |  |
| 183686         | 06-10   | )-2021    | 1 to 8 Electrical c  |              | al con                             | ducting               | Stock is available and will be de     |  |        | elivered by   |            |  |
|                |   |           |  |              | materials for slab                 |                       | Mon                                   | day  |        |   | ,          |  |
| 183689         | 06-10   | )-2021    | 1-5  | Carpent      | ry ma                              | in door               | Stocl                                 | c is availal   | ole an | d will be de  |            |  |
|                |   |           |  | frames       | frames                             |                       | Tuesday                               |  |        |   |            |  |
| 183691         | 07-10   | )-2021    | 1-10   | Electric     | Electrical conducting-             |                       |                                       | Stock is available and will be delivered by              |        |   |            |  |
|                |   |           |  | internal     |                                    | ,-                    | Tues                                  | day  |        |   |            |  |
| 183692         | 09-10   | -2021     | 1-3  | Electric     | cal wir                            | res                   | No s                                  | stock for y  | ellow  | wires and   | remaining  |  |
|                |   |           |  | ( yellow     | blue                               | black)                | mate                                  | rial will be   | delive | red by Mond   | lay        |  |
| 183695         | 12-10   | 0-2021    | 02   |              | overing blocks and ement rings     |                       | Material will be delivered by Monday. |  |        |   |            |  |
| No. of gate p  | oasses issu   | ed this v | veek:  | Nil / 5      | I                                  | From No.              | N                                     | ill To   | No.    | N   | Vill       |  |
| Delivery var   | site visit  | on:1      |  | 11-10-2      | 021, 1                             | 2-10-2021,            | 13-10-                                | 2021   |        |   |            |  |
| Inward repor   | rt (MRN/c   | other) &  | stock report ema   | ailed in pdf | forma                              | t to purchase         | e?                                    |  |        | Yes / No  |            |  |
| Items not ord  | dered but   | received  |  |              |                                    |                       |                                       |  |        |   |            |  |
| Other correct  |   |           |  |              |                                    |                       |                                       |  |        |   |            |  |
| Details of ste |   |           |  |              |                                    |                       |                                       |  |        |   |            |  |
| Sl. No         | Tor size  |           | Wt per mtr   | Wt. for 12   | Wt. for 12 mtr<br>rod – kgs        |                       | ite S                                 | Stock at site  | in     | Previous ste  | ock in Kas |  |
| SI. INO        |   |           | kgs  | rod – kgs    |                                    |                       | ds Kgs                                |  |        | - 14.1.0 Block in Ago   |            |  |
| 1.             | 8mm   |           | .395   |              | 4.74                               | -                     | -                                     | _  |        |   |            |  |
| 2.             | 10mm  |           | .617   |              | 7.404                              | -                     |                                       |  |        |   |            |  |
| 3.             | 12mm  |           | .89  |              | 10.68                              | -                     |                                       |  |        |   |            |  |
| 4.             | 16mm  |           | 1.58   |              | 18.96                              | -                     | <u> </u>                              |  |        |   |            |  |
| 5.             | 20mm  |           | 2.47   |              | 29.64                              | -                     |                                       |  |        |   |            |  |
| 6.             | 25mm  |           | 3.86   |              | 16.32                              | -                     | <u> </u>                              |  |        |   |            |  |
| 7.             | 32mm  |           | 6.32   |              | 75.84                              | -                     |                                       |  |        |   |            |  |
| 8.             | Binding   | wire      | -  |              |                                    | Nill                  |                                       | Vill   |        | Nill  |            |  |
| OPC stock Nill |   |           | OPC last<br>weeks stock  | Nill         |                                    | PPC/PSC               |                                       | Nill P   |        | C/PSC last  | Nill       |  |
| Datails        |   |           |  |              |                                    |                       | Admin Officer/Manager                 |  |        | eks stock   |            |  |
| Details        |   |           | Project Manager  |              |                                    | Admin Officer/Manager |                                       |  | Ad     | lmin Audit  |            |  |
| Sign           |   |           | 16 10 2021   |              |                                    | 16-10-202             |                                       | ·u   | +      |   |            |  |
| Date           |   |           | 16-18-2021   |              | 2.0                                |                       |                                       | 0 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>, ashaiya@modiproperties.com</a> and <a href="mailto:raikumarn@modiproperties.com">raikumarn@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 & 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 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

| Company: MHPI  |               | HPLSOV                    | LSOV                        |                  | Date:  |                                 | 16-10-2021                         |          |                             |      |  |
|--|---------------|---------------------------|-----------------------------|------------------|--|---------------------------------|------------------------------------|----------|-----------------------------|------|--|
| Site: Silver   |               | ilver Oak Villas part-    | Oak Villas part-III         |                  | Prepared by:                                     |                                 | Ch.Pranavi                         |          |                             |      |  |
| The state of the contract of t |               |                           | 2-2021 to 16-10-2021(fri to |                  | Approved by:                                     |                                 | K Purshotham                       |          |                             |      |  |
| Report Date  | 10            | 5-10-2021                 |                             |                  |  |                                 |                                    |          |                             |      |  |
|  |               | ers missing in the rep    |                             |                  |  |                                 |                                    |          |                             |      |  |
| List of requis   | sitions where | PO/WO not prepare         |                             | g days           | after requis                                     | sition:                         |                                    |          |                             |      |  |
| Req No.  | Req D         | Serial no of item in Req  | Iten                        | Item Description |  | Reason for not preparing PO/WO* |                                    |          |                             |      |  |
| List of requis   | sitions where | PO/WO is prepared         | and items h                 | ave no           | t been rece                                      | ived a                          | t site be                          | yond the | lead time:                  |      |  |
| Req No. Req Date   |               | Serial no of item in Req. | Item Description            |                  | Details of discussion with supplier <sup>5</sup> |                                 |                                    |          |                             |      |  |
| 185014   | 0807-2        | 1                         | Curb st                     | Curb stone       |  | Hole                            | Holding for a while site not ready |          |                             |      |  |
| No. of gate p  | asses issued  | this week:                | Nil / 5                     | F                | From No.   | N                               | Vill                               | To No    | ).                          | Nill |  |
| Delivery van   |               |                           | 11-10-2                     | 2021, 1          | 2-10-2021,                                       | 13-10                           | -2021                              |          |                             |      |  |
| Inward repor   | t (MRN/othe   | er) & stock report ema    | ailed in pdf                | format           | to purchas                                       | e?                              |                                    |          | Yes / No                    |      |  |
| Items not ord  | dered but rec | eived:                    |                             |                  |  |                                 |                                    |          |                             |      |  |
| Other correc   |               |                           |                             |                  |  |                                 |                                    |          |                             |      |  |
| Details of ste   | eel & cement  | stock                     |                             |                  |  |                                 |                                    |          |                             |      |  |
| Sl. No   | Tor size      | Wt per mtr                | Wt. for 12                  | 2 mtr            | Stock at s                                       |                                 | Stock at site in                   |          | Previous stock in Kgs       |      |  |
|  |               | kgs                       | rod – kgs                   |                  |  | ds                              | s 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            | -  |                                 | -                                  |          | 1                           |      |  |
| 7.   | 32mm          | 6.32                      |                             | 75.84            | -  |                                 | -                                  |          |                             |      |  |
| 8.   | Binding w     |                           |                             |                  | Nill   |                                 | Nill                               |          | Nill                        |      |  |
| OPC stock  | Nill          | OPC last weeks stock      | Nill                        |                  | PPC/PSC<br>stock                                 |                                 | 58                                 | 1        | PPC/PSC last<br>weeks stock | 80   |  |
| Details  |               |                           | Project Manager             |                  | Admin Officer/Manager                            |                                 |                                    |          | Admin Audit                 |      |  |
| Sign   |               | 1 Tojech Wantage          | 1 roject triuninger         |                  |  | Pranavi.Cl.                     |                                    |          |                             |      |  |
|  |               |                           |                             |                  |  |                                 |                                    |          |                             |      |  |

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