

|                                                                                                             |                             |                           |                       |                                     |             |       |
|-------------------------------------------------------------------------------------------------------------|-----------------------------|---------------------------|-----------------------|-------------------------------------|-------------|-------|
| Company:                                                                                                    | Modi Realty Miryalaguda LLP | Date:                     | 18-10-2021            |                                     |             |       |
| Site:                                                                                                       | AVR Gulmohar Homes          | Prepared by:              | Zakir                 |                                     |             |       |
| Report From / To                                                                                            | 10-10-21 to 18-10-2021      | Approved by:              |                       |                                     |             |       |
| Report Date                                                                                                 | 18-10-2021                  |                           |                       |                                     |             |       |
| 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      |             |       |
| 165498                                                                                                      | 11-10-2021                  | 1 to 3                    | Bose cutting machine  | 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     | 20% Received                        |             |       |
| 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                  | 1 to 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                   | Bathroom tiles        | Ready to supplies                   |             |       |
| 165462                                                                                                      | 03-09-2021                  | 1 to 07                   | AL windows            | 50% 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                   |             |       |
| 165486                                                                                                      | 26-09-2021                  | 1 to 5                    | MS gate               | Ready to supplies                   |             |       |
| 165488                                                                                                      | 26-09-2021                  | 1 to 6                    | Pavers & parkign      | Ready to supplies                   |             |       |
| 165491                                                                                                      | 30-09-2021                  | 1 to 3                    | MS railing            | Ready to supplies                   |             |       |
| 165492                                                                                                      | 02-10-2021                  | 1 to 5                    | Curbstone             | Ready to supplies                   |             |       |
| 165493                                                                                                      | 04-10-2021                  | 1 to 12                   | Electrical Wire       | Ready to supplies                   |             |       |
| 165494                                                                                                      | 04-10-2021                  | 1 to 8                    | Electrical inside     | Ready to supplies                   |             |       |
| 165495                                                                                                      | 04-10-2021                  | 1 to 12                   | Switches              | Ready to supplies                   |             |       |
| 165497                                                                                                      | 07-10-2021                  | 1 to 2                    | Gate light            | Ready to supplies                   |             |       |
| No. of gate passes issued this week:                                                                        |                             | Have                      | From No.              | 14873                               | To No.      | 14898 |
| Delivery van last site visit on:                                                                            |                             | 08-10-2021                |                       |                                     |             |       |
| Inward report (MRN/other) & stock report emailed in pdf format to purchase?                                 |                             |                           |                       |                                     | Yes         |       |
| DC register SI.No. during the week                                                                          |                             | From No.                  | 14924                 | To No.                              | 14938       |       |
| Items not ordered but received:                                                                             |                             |                           |                       |                                     |             |       |
| Other corrections & remarks: Drilling machine and cutting 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](mailto:purchase@modiproperties.com), [ashaiya@modiproperties.com](mailto:ashaiya@modiproperties.com) and [rajikumam@modiproperties.com](mailto:rajikumam@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!