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

-			The first of the co	n the requisit	ion by site Ke	port	or purchase div	ISIOII		
Company: Meh		Mehta	ta&Modi Realty Kowkur LLP		Date:		13-11-2021			
Site: Gree		Green	wood Heights		Prepared by:		K.Sneha			
Report From / To 07-		07-11-	21 To 13-11-21		Approved by:		A.Suresh			
Report Date		13-11-	2021		ripproved by.		A.Sulesii			
List of requ	isitions numi	bers m	issing in the rep	ort*:						
List of requ	isitions when	re PO/	WO not prepare	d 3 working d	ave after requir	rition				
Req No.	Req Date		Serial no of item in Req.	Item D	Description			for not preparing PO/WO#		
140740	27-08-2021		1		MS Sliding Gates		Under Fabrication.			
140816	12-10-2021		1	Speciali	Speciality gate light		Catlog to MD			
140854	140854 1-11-2021		1	Automatic	Automatic fire lift with		Estimate to be prepare			
					e room less	Esti		mate to be prepare		
140857	2-11-2	2021	1	Automatic passengers		Estimate to be prepare				
					lift	Esti		mate to be prepare		
140858	2-11-2	2021	1					Estimate to be prepare		
					life					
List of requi	sitions wher	e PO/	WO is prepared	and items have	not been recei	ived	at site boyand th	a load times		
Req No.	Req I	Date	Serial no of	Item D	escription	T VCu	red at site beyond the lead time: Details of discussion with supplier			
			item in Req.	nem B	escription		Details of 0	iscussion with supplier		
140717	13-08-	2021	1	Powder	coated grills		PO No. 7076	2 Estimate to be a		
140826			1		ecron	D	PO No. 79763, Estimate to be prepare PO No. 81836 We will get it from SSLLP when			
						100	the meterial	available from SSLLP when		
Inward repo	rt (MRN/oth	er) &	stock report ema	iled in pdf for	mat to purchase		the material	Yes		
Items not or	dered but red	reived:		med in put for	mar to parchas			i es		
Other correct										
Details of st										
		t Stock								
Sl. No	Tor size		Wt per mtr	Wt. for 12 m	The second secon			Previous stock in Kgs		
			kgs	rod – kgs	- no of ro	ds	Kgs			
1.	8mm		.395	4.	7.4					
2.	10mm		.617	7.40						
3.	12mm		.89							
4.	16mm		1.58	10.0						
5.	20mm		2.47	18.9						
6.	25mm			29.0						
7.			3.86	46.3						
8.	32mm	ina	6.32	75.8	54					
	Binding w		ODGI							
OPC stock	160 bags		OPC last		PPC/PSC	4.1		PPC/PSC last		
7 . 11			weeks stock		stock			weeks stock		
Details			Project Manager		Admin Of	Admin Officer/Manager		Admin Audit		
Sign					Sn	Snelloy				
Date			13-11-2021	13-11-202	13-11-2021		13-11-2021			

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, <a href="mailto:ashali 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, 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!

APPROVED BY

1 5 NOV 2021

A. SURESH

Page 1 of 1

Asst. Engineer
MEHTA & MODI REALTY KOWKUR LLP

repared by:	aks on requisi	tion by site report.	CONTRACTOR OF THE PARTY OF THE	THE PERSON NAMED IN	A PROPERTY AND ADDRESS OF
repared by:		Minish			
Report from/t	0	31-10-21 TO 06-11-21			-
Report Date		15-11-2021		Date	(3/11/21
Site:		GHT		Remarks by S	
Requisition No	Date	Material Desescription		Material	If material is not delivered - is delay
List of requisi	tions where P	O/WO not prepared 3 working days after requisitions	Purchase Manager - Remarks	delivered?	justified?
140740	27-08-21	MS Sliding Gates			
140816	12-10-21	Speciality gate lights	under fabrication		
140792		PVC False ceiling material	Catlog with MD		
140854		Automatic fire lift with machine room less	Cancelled		
	07-11-21	Automatic tire tift with machine room less Automatic passenger lift	Quotes to receive		
140855	02-11-2021	Automatic passenger lift	Quotes to receive	_	
140833	02-11-21	Automatic passenger lift	Quotes to receive		
140717			Under Fabrication		
140804		FRP Tadkas	Delivery on 15-11-2021.		
140826		Recron	Partly delivered balance this week		
140828		Panel Doors	Delivered	Vel	
140849		white helmets	Delivered	Nes !	
140855	02-11-21		Delivered	7.03	
				1 40	
				1	
				-	
				-	
				-	
				-	
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