

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

Company:	GVRC	Date:	04.12.2021
Site:	Innopolis	Prepared by:	Sridevi
Report From / To	28.11.2021 to 03.11.2021	Approved by:	Ramesh Reddy
Report Date	04.12.2021		

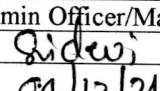
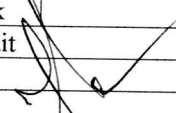
List of requisitions numbers missing in the report: 164149,

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

Req No.	Req Date	S.no	Item Description	Reason for not preparing PO/WO [#]
164032	19.10.2021	1	Land line phhone	Po not issue
163774	30.08.2021	1 to 8	Safety Items	Po not issue
164149	17.11.2021	1	Salwood Door frames	Po not issue
164166	20.11.2021	1	SS Table stand	Po not issue
164173	22.11.2021	1	FRP Manholes	Po not issue
164206	29.11.2021	1 to 3	Ridge sheet,PUF Sandwich panel,Aerocon panel	Po not issue
164207	29.11.2021	1	Metal doors	Po not issue
164213	29.11.2021	1 to 19	Substation main pcc	Po not issue
164216	30.11.2021	1	GI Cable tray ladder type	Po not issue
164225	01.12.2021	1	Door closer	Po not 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 ^s
163601	30.06.2021	1	HT Work	Work in progress.
163704	07.08.2021	1	ACP Cladding	Suppliers is asking for Quotation, Work under process.
163889	23.09.2021	1 to 63	Fire safety equipments	Partly received form supplier ,Supplier not reachable.
163984	06.10.2021	1 to 3	PVC False ceiling materials	Supplier not reachable.
164011	18.10.2021	1 to 15	Busduct material	Manual work order release.
164078	27.10.2021	2 to 5	Plumbing material	Partly received from supplier
164090	30.10.2021	1 to 2	Aluminium ladders	Spoken with supplier,we will get on Monday.
164104	03.11.2021	1 to 2	Pumps	Spoken with supplier,we will get on Monday.
164125	10.11.2021	1 to 2	Sadwich panel with white PU Foam	Rates to be finazlied
164148	17.11.2021	1	33KV VCB	Supplier is not reachable
164162	19.11.2021	1	Covering blocks	No stock at SSSLP.
164169	20.11.2021	1	Nilkamal Chairs	Spoken with supplier,Supplier is arranging for material.
164170	22.11.2021	1	SS Railing	Spoken with Hemedra sir,we will get on Monday.
164175	22.11.2021	1	Rubber pads	Spoken with supplier,Supplier is arranging for material.
164176	22.11.2021	1	MS Sheet	Supplier is arranging for material.
164198	26.11.2021	1	3C 300Sq mm HT Cable	Supplier not reachable.
164204	29.11.2021	1	Electrical winch	Supplier was not received purchase order
164205	29.11.2021	1 to 3	MS Pipes	Spoken with supplier,Supplier is arranging for material.
164212	29.11.2021	1 to 4	Panel boards	Supplier not reachable.
164220	01.12.2021	1 to 5	Butterfly	Spoken with supplier,we will get on

			valves, Flanges, Elbow, Dummy plates, Sockets.		Wednesday.	
164224	01.12.2021	1	Smoke gray tile grout		Supplier is arranging for material.	
No. of gate passes issued this week:			Nil	From No.	To No.	
Delivery van site visit on:			26 th 28 th 30 th 3 rd			
Inward report (MRN/other) & stock report emailed in pdf format to purchase?					Yes	
Items not ordered but received:						
Other corrections & remarks:						
Details of steel & cement stock						
Sl. 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	.395	4.74	900	4266	4740
2.	10mm	.617	7.404	850	6293.4	6663.6
3.	12mm	.89	10.68	480	4982.4	5340
4.	16mm	1.58	18.96	200	3792	4740
5.	20mm	2.47	29.64	180	5335.2	5928
6.	25mm	3.86	46.32	100	4632	5095.2
7.	32mm	6.32	75.84	0	0	0
8.	Binding wire				1560	560
OPC stock	Nil	OPC last weeks stock	Nil	PPC/PSC stock	439	PPC/PSC last weeks stock 715
Details		Project Manager		Admin Officer/Manager		Admin Audit
Sign						
Date				04/12/21		

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!