

Prepared by:		T.D. Murthy			
Report Date		10-12-2021			
Site		Modi Housing PVT LTD			
List of requisitions Where PO/WO not prepared 3 working days after requisition:					
Requisition No	Requisition Date	Material Description	Purchase Officer - Remarks	Material delivered?	If material is not delivered - is delay justified?
185060	10-11-2021	Memory card	Online purchase		
185063	23-11-2021	CC Camera Dome	Local purchase		
185071	26-11-2021	RMC M20	Delivered		
185078	01-12-2021	Steel	PO issued no. 83236		
List of requisitions Where PO/WO is prepared and items have not received at site					
185053	28-10-2021	Pad locks	Collect from SSLLP		
185055	08-11-2021	CC Cameras	Delivered		
185061	22-11-2021	Hume pipes	Delivered		
185072	26-11-2021	Sintex boxes adn Isolators	Delivered		
185075	30-11-2021	Curb Stone	Contact supplier		

T.D. Murthy
10/12/21.

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

Company:	MHPLSOV	Date:	04-12-2021
Site:	Silver Oak Villas part-III	Prepared by	B Meenakshi
Report From / To	27.11.2021 to 04.12.2021(fri to sat)	Approved by	K Purshotham
Report Date	04-12-2021		

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 ⁸
185060	10-11-21	1	Memory card	PO to be issued
185063	23-11-2021	1	CC camera DOME	
185071	26-11-21	1	RMC M20	
185078	01-12-2021	1	Steel	82236

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 ⁵
185053	28-10-21	3	Pad locks	Stock not available
185055	08-11-2021	1	CC cameras	Advance payment to be issue
185061	22-11-2021	1	Hume pipes	Partly received
185072	26-11-2021	1	Sintex boxes and 03 Nos and isolators pending	Material delivery by monday
185075	30-11-2021	1	Curb stone	Material delivery by monday

No. of gate passes issued this week:

Nil

From No.

Nil

To No.

Nil

Delivery van site visit on: 1

28.11.21,02.12.21,03.12.21

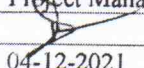
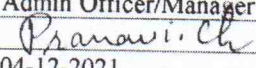
Inward report (MRN/other) & stock report emailed in pdf format to purchase?

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	45	213.3	
2.	10mm	.617	7.404	nil	nil	
3.	12mm	.89	10.68	36	384	
4.	16mm	1.58	18.96	25	474	
5.	20mm	2.47	29.64	15	445	
6.	25mm	3.86	46.32	-	-	
7.	32mm	6.32	75.84	-	-	
8.	Binding wire	-		Nil	Nil	Nil
OPC stock	Nil	OPC last weeks stock	Nil	PPC/PSC stock	0	PPC/PSC last weeks stock 40
Details	Project Manager			Admin Officer/Manager		Admin Audit
Sign						
Date	04-12-2021			04-12-2021		

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashanya@modiproperties.com and 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!

Prepared by:		T.D. Murthy			
Report Date		10-12-2021			
Site		Silver Oak Villas - III			
List of requisitions Where PO/WO not prepared 3 working days after requisition:					
Requisition No	Requisition Date	Material Description	Purchase Officer - Remarks	Material delivered?	If material is not delivered - is delay justified?
183746	22-11-2021	Blowers	Online purchase		
183749	23-11-2021	PVC Material	Delivered		
183760	29-11-2021	3phase meter	Delivered		
183764	01-12-2021	Doors and Hardware	PO issued no. 83286		
183765	01-12-2021	Steel	Delivered		
List of requisitions Where PO/WO is prepared and items have not received at site					
183705	22-10-2021	PVC Single socket pipe	Delivered		
183734	10-11-2021	CPVC Reducer & Concealed stop cock	Collect from SSLLP		
183740	19-11-2021	Ultra Sprinkler bathroom tiles	Delivered		
183744	22-11-2021	Phinyl	Delivered		
183748	23-11-2021	CPVC FTA & Water tanks	Delivered		
183751	24-11-2021	Tandoor stones	Delivered		
183756	24-11-2021	Vetrified tiles	Collect from SSLLP		
183758	26-11-2021	Roff stone chemical	Collect from SSLLP		
183761	29-11-2021	Araldite	Collect from SSLLP		

T.D. Murthy
10/12/2021

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

Company:	Silver Oak Villas part-III	Date:	04-12-2021			
Site:	Silver Oak Villas part-III	Prepared by:	B. Meenakshi			
Report From / To	27.11.2021 to 04.12.2021 (fri to sat)	Approved by:	K Purshotham			
Report Date	04-12-2021					
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*		
183746	22-11-21	1	Blowers			
183749	23-11-21	1 to 49	Pvc material	-D		
183760	29-11-2021	01	3 phase meter	-D		
183764	01-12-2021	06	Doors and hardware	-D 83286		
183765	01-12-2021	08	Steel	-D		
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		
183705	22-10-2021	02	PVC single socket pipe 20 nos pending	Delivery by Monday D		
183734	10-11-2021	1,2	CPVC reducer, Concealed stop cock	Material available at supplier deliver by monday		
183740	19-11-21	1 to 4	Ultra sprinkle HL bathroom tiles	Material available at supplier deliver by wednesday		
183744	22-11-21	5	Phynoil 5 nos pending	Material available at supplier deliver by monday		
183748	23-11-21	17	CPVC FTA 22 nos pending, water tanks 20 nos pending	Material available at supplier deliver by monday		
183751	24-11-21	1 to 2	Tandoor stone	Material available at supplier deliver by monday		
183756	24-11-2021	01	V. Tiles	Material available at supplier deliver by wednesday		
183758	26-11-2021	02	Roff stone chemical (liquid & powder)	Material available at supplier deliver by Tuesday		
183761	29-11-2021	01	Araldite	Material available at supplier deliver by Tuesday		
No. of gate passes issued this week: Nil / 5 From No. Nil To No. Nil						
Delivery van site visit on: 28.11.21, 02.12.21, 03.12.21						
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	-	-	
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	-	-	
7.	32mm	6.32	75.84	-	-	
8.	Binding wire	-		Nil	Nil	Nil
OPC stock	Nil	OPC last weeks stock	Nil	PPC/PSC stock	Nil	PPC/PSC last weeks stock

Details	Project Manager	Admin Officer/Manager	Admin Audit
Sign	<i>[Signature]</i>	<i>Pranav I. Ch</i>	
Date	04-12-2021	04-12-2021	

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