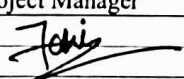


Company:	Modi Realty Miryalguda LLP	Date:	24-12-2021	
Site:	AVR Gulmohar Homes	Prepared by:	Zakir	
Report From / To	18-12-21 to 24-12-2021	Approved by:		
Report Date	24-12-2021			
List of requisitions numbers missing in the report :				
List of requisitions where PO/WO not prepared 3 working days after requisition:				
Req No.	Req Date	Serial no of item in Req.	Item Description	Reason for not preparing PO/WO
165544	13-12-2021	1 to 13	Wires	PO not issue
165548	18-12-2021	1 to 4 and 6	Al.Windows	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
165460	04-09-2021	1 to 3	Utility Tiles	Ready to supplies
165509	27-10-2021	1	AL.fixed windows	80% received
165512	29-10-2021	1 to 09	CP materials	50% received
165513	01-11-2021	1 to 08	Sanitary materials	50% received
165521	15-11-2021	1	Urban wood natural	Ready to supplies
165524	23-11-2021	1 to 6	MS gate	Ready to supplies
165526 & 165527	24-11-2021	1 to 10	SS name plate	Ready to supplies
165537	30-11-2021	1	PVC pipe	Ready to supplies
165538	01-12-2021	1	Carrara polished	Ready to supplies
165540	03-12-2021	1 to 12	PVC materials	Ready to supplies
165543	13-12-2021	1 to 2	Tiles Grouting	50% received
165545	13-12-2021	1 to 13	Wires	50% received
165546	14-12-2021	1	SS railing	Ready to supplies
165547	15-12-2021	1 to 6	Pavers and parking tiles	90% received
No. of gate passes issued this week:				
Have	From No.	1445	To No.	1445
Delivery van last site visit on: 23-12-2021				
Inward report (MRN/other) & stock report emailed in pdf format to purchase?				Yes
DC register Sl.No. during the week	From No.	15080	To No.	15090
Items not ordered but received:				
Other corrections & remarks: one Drilling machine and two 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, ashaiya@modiproperties.com and rajumarn@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. S 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!