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

Company:		Serene o	constructions Ilp	D	Date:		108	3-01-2022				
Site:		Serene f		P	repar	ed by:	G	.Siva prasa	ıd			
Report From /	То	03-01-2	022 to 08-01-202	22 A	Appro	ved by:	S	yed golam	sarv	var		
Report Date		08-01-2				-						
	tions nu		ssing in the repor	rt*:								
			VO not prepared		lavs a	fter requisition:						
Req No.		Date	Sl. Of			escription		Reason	n foi	r not prep	arir	g PO/WO#
		•	requisition			•						
150605	20-	11-21	1 to 3	Curtain ro	ods wi	ith brackets						
150604	20-	11-21	1 to 6	Curtains								
150603	20-	11-21	1	Acrylic bo	oard							
				1								
List of requis	itions w	here PO/\	WO is prepared a	nd items hav	e not	been received a	t site	beyond th	e le	ad time:		
Req No.		q Date	Serial no of			Description		Details	of o	discussion	ı wi	th supplier <sup>s</sup>
•		•	item in Req.			•						
150596	18	-10-21	1	Submersil	ble pı	ımp		Supplier i				
150610	11	-12-21	7,15,16,18			extension nipple	,	Supplier i	s ar	ranging n	iate	rials
No. of gate p	asses iss	ued this v	week:	Nil		From No.			To 1	No.		
Delivery van							00	5/1/2022				
			stock report ema	iled in pdf fo	rmat	to purchase?	T			Yes / N	0	
Items not ord	•		-									
Other correct			•									
Details of ste			<u> </u>									
Sl. No	Tor size		Wt per mtr	Wt. for 12 r	mtr	Stock at site	Sto	ck at site in		Previous	sto	ck in Kgs
SI. NO	101 31	2.0	kgs	rod – kgs		– no of rods	Kgs			11011040		on 111 11 20
1.	8mm		.395		4.74	-	-			-		
2.	10mm		.617		404	-	-		$\dashv$	-		
3.	12mm		.89		0.68	-	-			-		
4.	16mm		1.58		8.96	-	ī		$\dashv$	-		
5.	20mm		2.47		9.64	-	-			_		
6.	25mm		3.86		6.32	-	-			_		
7.	32mm		6.32		5.84	-	-			-		
8.		ng wire	0.32	,.								
OPC stock	nil	ig wife	OPC last	nil		PPC/PSC	0 b	ags	PF	PC/PSC la	st	0bags
OPC SLOCK	''''		weeks stock	****		stock	" "			eks stock		Jugs
Details			Project Manage	:r		Admin Office	r/Ma	nager		dmin Aud		
Sign			1 Toject Wianage	·•					1.			
Date			08-01-2022			08-01-2022						
Natas: 1 * Sand	l a copy of	the missing	requisitions to Purcha	se immediately.	2. Seno	this report to purch	nase@	modiproperties	s.com	, ashaiya@n	nodir	roperties com and

Notes: 1. \* Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to <u>purchase@modiproperties.com</u>, <u>ashaya@modiproperties.com</u> and <u>rajkumarn@modiproperties.com</u> on every Saturday. 3. Admin offices shall 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!



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

Company:	N	Aodi fa	rm house(hyd)ll	p	Date:		08-01-2022	2		
Site:	S	erene f	farms		Prepa	red by:	G.Siva pras			
Report From	To 0	3-01-2	022 to 08-01-20	22	Appro	oved by:	Syed golan	ı sar	war	
Report Date		8-01-2								
List of requisi	itions numb	oers mi	ssing in the repo	rt*:						
List of requisi	itions wher	e PO/V	VO not prepared	3 working	g days a	after requisition:				,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
Req No.	Req D	Date	Sl. Of		Item I	Description	Reaso	on fo	r not preparing	g PO/WO"
			requisition	1 4						
			VO is prepared a	ind items h			t site beyond t	he le	ead time:	1:\$
Req No.	Req I	Date	Serial no of		Item I	Description	Detail	s of	discussion wit	n supplier
			item in Req.							
No. of gate pa	acces issue	d this v	veek.	Nil		From No.	To	No.		
Delivery van			veek.	+		110111101	06/1/22			
Inward report	t (MRN/oth	ner) & :	stock report ema	iled in pdf	format	to purchase?			Yes / No	
Items not ord	•									
Other correct										
Details of ste			[							
Sl. No	Tor size	T	Wt per mtr	Wt. for 12	2 mtr	Stock at site	Stock at site i	n	Previous stoc	k in Kgs
51. 110	20101-		kgs	rod – kgs		– no of rods	Kgs			
1.	8mm		.395		4.74	-	-		-	
2.	10mm		.617		7.404	-	-		-	
3.	12mm		.89		10.68	-	<del>-</del>		-	
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 v	vire						_		
OPC stock	nil		OPC last	nil		PPC/PSC	Nil	1	PC/PSC last	nil
			weeks stock			stock		_	eeks stock	
Details			Project Manage	г		Admin Officer	/Manager	A	dmin Audit	
Sign								+		
Date			08-01-2022			08-01-2022				

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 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, not contacted, Supplier not reachable, Material in transit, WO - under fabrication, WO - material for 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!



Company name : Modi Farm House (Hyd) LLP Project Name: Serene Farms

## Site Bills and D.C.'s Inward/Outward Register

							1 1										
					,		,										
ap silecpit athless 17:00 Dayal durad	3) leap of 1122 17:00 Dayal	3) leap of 1122 17:00 Dayal	Weep & 07/1/22 17:00	3/leaply 07/1/22	Bleeple		40	Dí leap	Reflections electricals pro	06/01/62	287	38(12/21	859	Dc.	187	15 : 35	دوا ١٥١ه
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	Dalect > 07/1/22 17:00 Doyal	Dalect > 07/1/22 17:00 Doyal	Daker 7 07/1/22 17:00	Dikep x 07/1/22	Delect X			Dileep	Simonic sours (1)	06/01/22	2.85	06/01/22	18294	0c	285	(5:35	06/0122
ep sileep > 07/11/22 17:00 Dayal down	2/200 Dayal	2/200 Dayal	Dileep > 01/1/22 17:00	Dileep 1 01/1/22	Dikeph	1 1	1 1	Dileep	Summit Sales 110	06/01/22	284	حدارهاه	18293	DC	284	15:35	دد ۱۱۵۱۹۵
	Silver 17:00 Dayat	Silver 17:00 Dayat	There 07/1/22 17:00	Silver 1 11/22	Sileeph			Dileep	Summit Sales (1)	06/01/22	383	25/10/30	18292	DC	à\3	15:35	حدانهاه
Wheep h 07/1/22 17:00 Dayal dayed	Wheep 17:00 Dayal	Wheep 17:00 Dayal	Dleep 1 07/1/22 17:00	Wheeph 07/1/22	Weeph			Dries	Summit Sales lip	06/01/22	181	06/01/22	18291	DC	182	15:35	26/20/22
p speept 07/122 17:00 Dayal dayor	Jake 12 - 17/11/20 Dayal	Jake 12 - 17/11/20 Dayal	mle ept 07/1/22 17:00	Delecot 07/1/22	Table 40 A			Diler	Summit Sales 11p	06/01/22	281	06/01/02	18290	Dc	281	15:35	06/04/22
20 milerelly 07/1/122 17:00 Doyal classed	2. Leep M 07/1/22 17:00 Dogal	2. Leep M 07/1/22 17:00 Dogal	2-le4/2 07/1/22 17:00	22/e4/2 07/1/22			8	Diveso	SYR PUMPS & Allied Services	06/01/22	200	09/12/21	49	Dc	280	13.35	06/01/22
mark application Annual Arrange of	16:00 Arnord	16:00 Arnord	10 26/11/2 16:00	Out 3611/2	Out		8	Sachin	Summit sales lip	25/11/24	24-9	35/11/A	17604	DC	249	(4:30	35/11/21
\$6/11/24	(mt) 36/11/12 16:00 Anna	(mt) 36/11/12 16:00 Anna	\$6/11/2 16:00	(pt) 26/11/24	(Color)			Sachin	Schmit Sales up	22	- 1 1	2	4086	DC	348	14:30	25/11/21
Sign Date Time Issued to name	Sign Date Time Issued to name	Sign Date Time Issued to name	Sign Date Time	Sign	Sign		Ву	Received By	Supplier Name	Inward	Inward no.	date li	no.	Bill / DC	Inward No	Time	Date
Issued on Tested on		Issued on Tested on				Dogivar				Material	Matarial	-	Bill / DC				Inward