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

Company:				Dat	e ;	12-02-2022				
Site: S		Silver Oak Villas part-III			4	pared by	Ch Pranavi			
Report From / To 04-02-		2022 to12.02.2022(fri to		Approved by:		K Purshotham				
Report Date	and the second second second	sat) 12-02-2	2022							
					1					
List of requisi	tions num	bers mi	ssing in the rep	ort :						
List of requisi	tions when	re PO/V	VO not prepared			s after requisition:				
Req No.	Req I		Serial no of item in Req				Reason for	not preparing PO/WO"		
183876	183876		01		HD	PE PIPE				
183895	29-01-2		01		Curing pipes					
183906	01-02-2		01		Headless nails					
183907	01-02-2	and the state of t	01		Headless nails					
183923	07-02-2		07		UPVO	Windows				
List of requisi	tions wher	e PO/V	VO is prepared a	and items h	ave n	ot been received at	site beyond the	lead time:		
Req No.	Req I	Date	Serial no of item in Req.		Item Description 'SS screws- 05 packets		Details of d	Details of discussion with supplier ⁸		
183820	28-12-2	2021	01	SS scr pending	ding		No stock at supplier			
183827	31-12-2	2021	01	Concel	Conceled flush tank-06 pending		No stock at supplier			
183833	03-01-2	2022	03		PVC-single socket 10ft-30 nos N		Material not available at supplier an will be delivered by Monday			
183834	03-01-2	2022	1-26	PVC- s	1		available at supplier ar			
183838	07-01-2	2022	01		FRP pipes		Material not available at supplier an will be delivered by Monday			
183880	01-02-2	2022	1-11	Electer	Electerical conducting internal		Material not available at supplier an will be delivered by Monday			
183881	01-02-2	2022	1-11	Electer	Electerical conducting internal		Present material is not avaliable a supplier and material will be delivered within two days			
183882	01-02-2	2022	02	8 & 6 v	8 & 6 way metal box		Material not available at supplier and will be delivered by Monday			
183894	29-01-2	2022	01	Concea	led flu	ish tanks	No stock at su			
183903	01-02-2	2022	01	Yellow	wire(1/18)	No stock at supplier			
183909	01-02-2	2022	01	Regal E		,	No stock at supplier			
183911	01-02-2		08	Door pa	Door pannels and hardware		Material available at supplier and will be delivered by Wednesday			
183913	01-02-2	.022	08	Door pa	nnels	and hardware	Material available at supplier and will be delivered by Wednesday			
183916	02-002-	2022	05	SS nam	•	2	Material available at supplier and will be delivered by Wednesday			
183920	05-02-2	022	08	GI Bucl	GI Bucket		Material avaliable at supplier and will be delivered by Tuesday			
183922	07-02-2		01			okts pending	No stock at supplier			
No. of gate par			eek:	Nil / 5		From No.	Ni To No	Nill		
Delivery van s						0-02-2022, 11-02-2	2022	•		
nward report	(MRN/oth	er) & s	tock report emai	iled in pdf	orma	to purchase?		Yes		
tems not order						-				
Other correction										
Details of steel										
Sl. No Tor size Wt per mtr kgs					Wt. for 12 mtr Stock at site – no of rods			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	-		Nill _	Nill	Nill		
OPC stock	Nill	OPC last weeks stock	Nill	PPC/PSC stock	164	PPC/PSC last weeks stock	Nill	
Details		Project Manage	er	Admin Officer/Manager)		Admin Audit		
Sign		Sp.		Pran	avi. Cla.			
Date		12-02-2022		12-02-2022				

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, 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						- John Ho	ort or	purchas	sc divisit	<u>)11</u>	
C'		MHPL			Date:			12-02-2022			
Silver			r Oak Villas part-III		Prepared by:			Ch. Pranavi			
sat)			2-2022 to12.02.2022(fri to			Approved by:		K Purshotham			
Report Date 12-02		12-02-2	-2022								
List of requi	isitions nun	nbers m	issing in the rep	ort*:							
List of requi	isitions whe	ere PO/\	WO not prepare	d 3 workin	o dave	ofter require	ition				
List of requisitions where PC Req No. Req Date		Date	Serial no of Item D		n Desc	rintion	Tuon.	D .			
			item in Req	101	Description		Reason for not preparing PO/WO#				
185128	29-01	-2022	01	D.	aper bu	ındla	-				
185135	08-02	-2022	02		7-0						
List of requi	sitions whe	re PO/V	VO is prepared	and items h	outey	ilets	1	-			
Req No.	Req	Date	Serial no of It		om Descripti		ived at site beyond the lead time:				
			item in Req.	Iten	Item Description		Details of discussion with supplier ^s				
185094	06-01	-2022	01								
			GI w		re	Mate	rial avai	able at supplier and will be deliverd			
185134	08-02	-2022	01	C		11 1	by Tuesday				
No. of gate p	asses issue	d this w	reek.		Covering blocks			Material will be delivered by Monday			
Delivery van	No. of gate passes issued this week: Delivery van site visit on:1			Nil		From No. Nil]			To No.	No. Nil	
Inward repor	t (MRN/ot	her) & c	stock report ema	07-02-2	2022, 9	-02-2022, 1	1-02-2	022		•	
sItems not or	dered but	cooived		illed in pdf	forma	t to purchase	e?			Yes	
Other correc	tions & ron	norte:									
Details of ste	el & como	naiks.									
Sl. No	Tor size										
31. 110	101 SIZE				Wt. for 12 mtr rod - kgs Stock at sit - no of rod				site in	Previous stock in Kgs	
1.	1. 8mm		kgs	rod – kgs					orte III		
2.	10mm		.395		4.74	45		13.3			
3.	12mm		.617	,	7.404	nill	n				
4.			.89		10.68	36		84			
5.	16mm		1.58		18.96	25		74			
	20mm		2.47		29.64	15					
<u>6.</u> 7.	25mm		3.86		46.32	-	445				
	32mm		6.32	,	75.84	_	-				
8.	Binding		-			Nill		:11			
OPC stock	Nill		OPC last Nill			PPC/PSC	Nill 00		1 -	Nill	
D			weeks stock			stock) 0	J	PI	PC/PSC last	03
Details			Project Manage				Foor/2 4	weeks stock			
Sign			7			Admin Officer/Manager Admin Audit					
Date			12-02-2022			12 02 2022					
Notes: 1. * Send a copy of the mission			111			12-02-2022					

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaiya@modiproperties.com and report some or every Saturday. 3. Admin offices shall not leave the site without ompleting this report. 4. Ensure that inward numbers are written on 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 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!