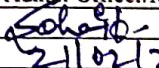


Remarks from site on the 'Requisition by Site Report of purchase division

Company:	Modi Realty Miryalguda LLP	Date:	21-02-2022			
Site:	AVR Gulmohar Homes	Prepared by:	Sohail			
Report From / To	05-02-22 to 21-02-2022	Approved by:				
Report Date	21-02-2022					
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		
165576	11-02-2022	1 to 13	Wires	PO not issue		
165580	11-02-2022	1	Pressure Machine	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		
165512	29-10-2021	1 to 09	CP materials	95% received		
165513	29-10-2021	6	Wash basin Pedestal	Ready to supplies		
165521	15-11-2021	1	Urban wood light	50% Received		
165540	03-12-2021	1 to 12	PVC materials	90% Received		
165544	13-12-2021	1 to 13	Wires	Ready to supplies		
165546	14-12-2021	1	SS Railing	Ready to supplies		
165555	28-12-2021	1 to 4	Utility tiles	Ready to supplies		
165563	20-01-22	1 to 22	CP materials	Ready to supplies		
165564	20-01-22	1 to 6	Sanitary Materials	Ready to supplies		
165565	28-01-22	1 to 5	MS gate for villa 90	Ready to supplies		
165566	28-01-22	1 to 5	MS gate for villas	Ready to supplies		
165569	29-01-22	1	Lappum	40% Received		
165570	29-01-22	1 to 7	Windows grill	Ready to supplies		
165571	29-01-22	1	MS Railing	Ready to supplies		
165572	31-01-22	1 to 9	Panel door	Ready to supplies		
165573	31-01-22	1 to 2	RO plant serving	Ready to supplies		
165575	05-02-22	1 to 2	Indigo Paint	Ready to supplies		
165579	11-02-22	1 to 6	Gate Material	Ready to supply		
No. of gate passes issued this week:		Have	From No.	1447	To No.	1448
Delivery van last site visit on:		19-02-2022				
Inward report (MRN/other) & stock report emailed in pdf format to purchase?					Yes	
DC register Sl.No. during the week		From No.	15170	To No.	15176	
Items not ordered but received:						
Other corrections & remarks:						
Details	Project Manager		Admin Officer/Manager		Admin Audit	
Sign						
Date			21/02/22			

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