Prepared by:		T.D. Murthy			
Report Date		24-02-2022			
Site		Modi Housing PVT LTD			
List of requisitions Where PO/WO not prepared 3 working days after requisition:					
Requisition No	Requisition Date	Material Descscription	Purchase Officer - Remarks	Material delivered?	If material is not delivered - is delay justified?
185128	29-01-2022	Paper bundle	Cancelled and send new requisition if require		
List of requisitions Where PO/WO is prepared and items have not received at site					
185135	08-02-2022	Safety Net	Collect from SSLLP		

T.D. Murthy
24/2/22

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

Company	MHPLSOV	Date	19-02-2022
Site	Silver Oak Villas part-III	Prepared by	Ch Pranavi
Report From / To	11-02-2022 to19 02 2022(fri to sat)	Approved by	K Purshotham
Report Date	19-02-2022		

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#
185128	29-01-2022	01	Paper bundle	

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$
185135	08-02-2022	01	Saftey nets-5 pending	Present no stock at supplier

No of gate passes issued this week	Nil	From No	Nil	To No	Nil
Delivery van site visit on	12-02-2022, 14-02-2022, 16-02-2022, 18-02-2022				
Inward report (MRN/other) & stock report emailed in pdf format to purchase?	Yes				

sItems 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	nill	nill	
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	-		Nill	Nill	Nill

OPC stock	Nill	OPC last weeks stock	Nill	PPC/PSC stock	316	PPC/PSC last weeks stock	00

Details	Project Manager	Admin Officer/Manager	Admin Audit
Sign		Pranavi. Ch.	
Date	19-02-2022	19-02-2022	

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

Prepared by:		T.D. Murthy			
Report Date		24-02-2022			
Site		Silver Oak Villas - III			
List of requisitions Where PO/WO not prepared 3 working days after requisition:					
Requisition No	Requisition Date	Material Descscription	Purchase Officer - Remarks	Material delivered?	If material is not delivered - is delay justified?
183876	25-01-2022	HDPE pipe	PO issued no. 85808		
183895	29-01-2022	Curing pipe	PO issued no. 85851		
183906	01-02-2022	Headless nails	Cancelled		
183907	01-02-2022	Headless nails	Cancelled		
List of requisitions Where PO/WO is prepared and items have not received at site					
183820	28-12-2021	SS Screws - 05pkts	Contact Supplier		
183827	31-12-2021	Concealed Flush Tank	Delivered		
183838	07-01-2022	FRP Pipes	Collect from SSLLP		
183880	24-01-2022	6way Metal boxes - 35 nos pending	Collect from SSLLP		
183881	24-01-2022	PVC pipe 1.2mm - 20 nos pending	Collect from SSLLP		
183882	24-01-2022	6way Metal boxes - 20 nos pending	Collect from SSLLP		
183894	24-01-2022	Concealed Flush Tank	Delivered		
183909	01-02-2022	Regal Beige	Collect from SSLLP		
183911	24-01-2022	Panel door - 32" x 82" - 06 nos pending	Collect from SSLLP		
183913	01-02-2022	Door panels and hardware	Collect from SSLLP		
183920	05-02-2022	GI Bucket	Delivered		
183926	10-02-2022	Crema Marfil	Collect from SSLLP		
183927	10-02-2022	Vetrified tiles	Delivered		
183930	14-02-2022	Water Tanks	Delivered		
183931	14-02-2022	Concealed Flush Tank	Collect from SSLLP		
183933	14-02-2022	Eco Drain meterial	Collect from SSLLP		
183934	14-02-2022	Eco Drain meterial	Delivered		
183935	14-02-2022	PVC Material	Collect from SSLLP		
183936	14-02-2022	Stationary Material	Collect from SSLLP		
183942	16-02-2022	Crema Marfil	Delivered		
183944	16-02-2022	Switches	Delivered		
183946	16-02-2022	CPVC Material	Collect from SSLLP		

T.D. Murthy
24/2/22

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

Company:	Silver Oak Villas part-III		
Site:	Silver Oak Villas part-III	Date:	19-02-2022
Report From / To	11-02-2022 to19.02.2022(fri to sat)	Prepared by:	Ch.Pranavi
		Approved by:	K Purshotham
Report Date	19-02-2022		

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#
183876	183876	01	HDPE PIPE	— 85808
183895	29-01-2022	01	Curing pipes	
183906	01-02-2022	01	Headless nails	
183907	01-02-2022	01	Headless nails	

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$
183820	28-12-2021	01	`SS screws- 05 packets pending Sup	Material avaliable at supplier and will be delivered by Tuesday
183827	31-12-2021	01	Conceled flush tank-06 pending Del	Material avaliable at supplier and will be delivered by Tuesday
183838	07-01-2022	01	FRP pipes SSLLP	No stock at supplier
183880	01-02-2022	01	6way metal box- 35 pending "	Material avaliable at supplier and will be delivered by Monday
183881	01-02-2022	02	PVC pipe 1.2mm - 20 pending "	Material avaliable at supplier and will be delivered by Monday
183882	01-02-2022	02	6 way metal box- 20 pending "	Material avaliable at supplier and will be delivered by Monday
183894	29-01-2022	01	Concealed flush tanks Del	Material avaliable at supplier and will be delivered by Tuesday
183909	01-02-2022	01	Regal Beige SSLLP	Material avaliable at supplier and will be delivered by Monday
183911	01-02-2022	01	Pannel door 32" x 82"- 6 pending "	Material available at supplier and will be delivered by Wednesday
183913	01-02-2022	08	Door pannels and hardware "	Material available at supplier and will be delivered by Wednesday
183920	05-02-2022	08	GI Bucket Del	Material avaliable at supplier and will be delivered by Tuesday
183926	10-02-2022	01	Crema marfil SSLLP	Material avaliable at supplier and will be delivered by Monday
183927	10-02-2022	02	V.tiles Del	Material avaliable at supplier and will be delivered by Monday
183930	14-02-2022	01	Water tanks "	Material avaliable at supplier and will be delivered by Tuesday
183931	14-02-2022	01	Conceled flush tanks SSLLP	Material avaliable at supplier and will be delivered by Monday
183933	14-02-2022	04	Eco drain material Sup	Material available at supplier and will be delivered by Wednesday
183934	14-02-2022	04	Eco drain material Del	Material available at supplier and will be delivered by Wednesday
183935	14-02-2022	1-11	PVC material SSLLP	Material avaliable at supplier and will be delivered by Tuesday
183936	14-02-2022	1-16	Stationary items "	Material avaliable at supplier and will be delivered by Tuesday
183942	16-02-2022	01	Crema marfil Del	Material avaliable at supplier and will be delivered by Monday

183944	16-02-2022	1-19	Switches	Material avaliable at supplier and will be delivered by Tuesday
183946	16-02-2022	1-32	CPVC material	Material avaliable at supplier and will be delivered by Tuesday

No. of gate passes issued this week	Nil / 5	From No	Nill	To No	Nill
Delivery van site visit on 1	12-02-2022, 14-02-2022, 16-02-2022, 18-02-2022				
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	-		Nill	Nill	Nill

OPC stock	Nill	OPC last weeks stock	Nill	PPC/PSC stock	Nill	PPC/PSC last weeks stock	Nill
Details		Project Manager		Admin Officer/Manager		Admin Audit	
Sign				Pranavi.Ch.			
Date		19-02-2022		19-02-2022			

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!