Prepared by:		T.D. Murthy			
Report Date		24-02-2022			
Site		Silver Oak Villas LLP			
List of requisit	ions 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?
156606	14-12-2021	Toys & Story books	Promotions to followup		
156616	07-01-2022	Capacitor 3 phase	PO issued no. 85758.		
List of requisit	01-02-2022	WO is prepared and items have not received at site Sanitary - Concealed Flush Tank	Collect from SSLLP		
					COLOR POR COLOR
74.00					

T.D. N paring

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

The second secon		er Oak Villas LLP	Date	Date:		19-02-2022						
The same of the sa		er Oak Villas	Prepared by:		Ch Pranavi							
Report From / To 11-02 sat)		2-2022 to19.02.2022(fri to		Approved by		K Purshotham						
Report Date		02-2022	-2022				-					
List of requi	sitions numbers	s missing in the rep	ort*	-		-						100
List of requi	sitions where P	O/WO not prepare	d 3 workin	g days	after requisiti	ion:						
Req No Req Date		Serial no of item in Req	Item De				t preparing	preparing PO/WO*				
156606	14-12-202	21 02	Toys & st		orv books	y books PO to be issued					1000	
156616	07-01-202		Capaci	k 3 phase								
List of requi	sitions where P	O/WO is prepared	and items h	ave no	ot been receive	ed at si	te bevone	d the lea	d time:			
Req No.	Req Date	Serial no of item in Req.	lte	Item Description		Details of discussion with supplier ⁵						
156621	01-02-202	2 01	Sanitary - cond		celed flush	Material avalia			at supplier	and	will	be
156621	01-02-202	2 01	EWC c	EWC commode		Material avaliable delivered by Tuesda		iable a	t supplier	and	will	be
No. of gate passes issued this week:			0/		From No.			o No.		6583		
	n site visit on:1		12-02-2	2022, 1	4-02-2022, 16	5-02-20	022, 18-0	2-2022				
Inward repo	rt (MRN/other)	& stock report ema	ailed in pdf	forma	t to purchase?				Yes / No			
Items not or	dered but receive	red:										
	tions & remark											
	eel & cement st	ock										
SI. No	Tor size	Wt per mtr kgs	Wt. for 12 mtr rod – kgs		Stock at site			in 1	Previous stock in Kgs			
1.	8mm	.395		4.74	-	-					31.50	
2.	10mm	.617		7.404	-	-	-					
3.	12mm	.89		10.68	-							
4.	16mm	1.58		18.96	-	-						100
5.	20mm	2.47		29.64	-	-	-			1900	0.00	
6.	25mm	3.86		46.32	•							
7.	32mm	6.32		75.84	-	-						
8.	Binding wire	•			Nill	Nill			Nill			3
OPC stock Nill		OPC last weeks stock	Nill		PPC/PSC stock	C Nill			PPC/PSC last Nill weeks stock			
Details		Project Manage	r		Admin Officer/Manager			Admin Audit				
Sign					Psonavi.C.							
Sign		19-02-2022			19-02-2022	.Cla.					PARTIE .	

Notes 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to <u>purchase@unodiproperties.com</u> and <u>raikumam@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, S. Suggested remarks – Ready with supplier, Supplier not contacted, Supplier not reachable, Material in transit, WO - under fabrication, WO - unaterial 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!

Prepared by:		T.D. Murthy		1	
Report Date		24-02-2022			
Site		Silver Oak Welfare Association			
List of requisit	tions Where PO	WO not prepared 3 working days after requisition:			
Requisition	Requisition				
No 191010	Date	Material Descscription	Purchase Officer - Remarks	Material delivered?	If material is not delivered is delay justified?
191011	20-11-2021	Boom Barrier AMC	MD to finalize		
191012	30-11-2021	Roots multi clean Service charges	MD to finalize		
191012	30-11-2021	Roots multi clean Service charges	MD to finalize		
191013	02-12-2021	Cue sticks, chalks, stick tips	Online purchase		
ist of requisit	ions Where PO	WO is prepared and items have not received at site			
191016	23-12-2021	Road blockers			
	25 12-2021	TORU DIOCKEIS	Cancelled Req. please send ne	w requisition	
-3	1 000				
1)- Apu	lec			
		U			
		Perly			
		Commence of the Commence of th			
Contract of the last of the la					

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

Commen		1 00				on by site Kepi	OIT OI	purchase	GIVIS	1011		
			er Oak welfare association			Date		19-02-2022				
			Oak Villas		Pre	Prepared by		Ch Pran	avi			
Report From / To 11-02 sat)			2-2022 to19 02.2022(fri to			Approved by		K Purshotham				
Report Date 19-0			-2022		1	-			-			
List of requ	isitions nu	imbers n	nissing in the re	port*	-				to have present a part or			
List of requ	isitions w	here PO	WO not prepar	ed 3 work	ing day	s after requisit	ion			-		
Req No Req Date		q Date	Serial no of	item	Item Description		Reason for not preparing PO/WO"					
191010	23-	11-2021	01 Be		Boom B	oom Barrier AMC		to be issue	ed			
191011					Roots			PO to be issued				
191012	30-1	11-2021	01		Roots multi clean service charge		PO to be issued					
191013	02-1	12-2021	01 to 03	3 Cue stic		cks, chalks,	POt	PO to be issued				
List of requ	isitions w	here PO	WO is prepared	and items	have n	ot been receive	ed at s	te bevono	d the l	ead time		
Req No.	Req No. Req Date		Serial no of item Ite		Item D	Description Details		Details	of discussion with suppliers			
191016 23-12-2021			01			blockers	Material availadelivered by Tu				and will be	
No. of gate	passes issi	ued this	week:	N					Nil			
Delivery va	n site visit	on:1		12-	02-202	2. 14-02-2022				022		
Inward repo	rt (MRN/	other) &	stock report em	ailed in pd	f forma	t to purchase?				Yes/No		
Items not or												
Other correct	tions & re	emarks:										
Details of st	eel & cem	ent stoc	k									
SI. No			Wt per mtr kgs	Wt. for 12 mtr rod – kgs		Stock at site - no of rods			in	n Previous stock in Kgs		
1.	8mm			.395 4		-						
2.	10mm		.617		7.404	-						
3.	12mm			.89 10.6		-						
4.	16mm		1.58				-					
5.	20mm		2.47	29.64		-	-					
6.	25mm			3,86 46.3		-	-					
7.	32mm		6.32		75.84	- >=:::	-					
	8. Binding wire		OPC last Nill			Nill	Nill		-	Nill		
OPC stock Nill			weeks stock	Nill		PPC/PSC stock	Nil			C/PSC last eks stock	Nill	
Details			Project Manage	r		Admin Office			Ad	Admin Audit		
	Sign		1			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 <u>purchase@modiproperties.com</u>, <u>ashaiya@modiproperties.com</u> and <u>realwinsan@modiproperties.com</u> or 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.

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