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

Company:	MHPLSOV	Date:	05-03-2022
Site:	Silver Oak Villas part-III	Prepared by:	B.Meenakshi
Report From / To	26-02-2022 to05.03.2022(fri to sat)	Approved by:	K Purshotham
Report Date	05-03-2022		

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#

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$

No. of gate passes issued this week:	Nil	From No.	Nil	To No.	Nil
Delivery van site visit on:1	25-02-22,28-02-2022,03-03-22,04-03-22				
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	647	1800	
2.	10mm	.617	7.404	1179	8,730	
3.	12mm	.89	10.68	184	858	
4.	16mm	1.58	18.96	173	950	
5.	20mm	2.47	29.64	110	1250	
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	50	PPC/PSC last weeks stock	170

Details	Project Manager	Admin Officer/Manager	Admin Audit
Sign			
Date	05-03-2022	05-03-2022	

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:	Silver Oak welfare association	Date:	05-03-2022
Site:	Silver Oak Villas	Prepared by:	B.Meenakshi
Report From / To	26-02-2022 to05.03.2022(fri to sat)	Approved by:	K Purshotham
Report Date	05-03-2022		

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#
191013	02-12-2021	01 to 03	Cue sticks, chalks, stick tips	PO to be issued

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$

No. of gate passes issued this week:	Nil	From No.	Nil	To No.	Nil
Delivery van site visit on:1	25-02-22,28-02-2022,03-03-22,04-03-22				
Inward report (MRN/other) & stock report emailed in pdf format to purchase?					Yes / No
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							
Sign		Project Manager		Admin Officer/Manager		Admin Audit	
Date		05-03-2022		05-03-2022			

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

Company:	Silver Oak Villas part-III	Date:	05-03-2022
Site:	Silver Oak Villas part-III	Prepared by:	B.Meenakshi
Report From / To	26-02-2022 to05.03.2022(fri to sat)	Approved by:	K Purshotham
Report Date	05-03-2022		

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#
183928	10-02-2022	1-8	Electrical pvc material	
183972	01-03-2022	1-4	Bathroom tiles	

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$
183780	11-12-2021	1	Urbanwood natural 56 box pending	Material not available
183895	29-01-2022	01	Curing pipes	Material avaliable at supplier and will be delivered by Monday
183909	01-02-2022	01	Regal Beige	Material not available
183911	01-02-2022	01	Pannel door 32" x 82"- 6 pending	Stock not available at supplier
183913	01-02-2022	08	Door pannels and hardware	Stock not available at supplier
183923	07-02-2022	1-7	UPVC windows	Supplier not responding
183925	24-12-2022	01	Utlra sprinkle HL	Stock not available at supplier
183926	10-02-2022	01	Crema marfil	Material avaliable at supplieronly 100 boxs
183931	14-02-2022	01	Conceled flush tanks	Stock not available at supplier
183944	16-02-2022	1-19	Switches	Material avaliable at supplier and will be delivered by Tuesday
183946	16-02-2022	02	CPVC union 1 1/4"-10 nos pending &hacksaw blade single and double pending	Material avaliable at supplier and will be delivered by Tuesday
183949	19-02-2022	08	Bathroom tiles	Stock not available at supplier
183950	19-02-2022	03	V.tiles	Material avaliable at supplier and will be delivered by Tuesday
183951	19-02-2022	03	V.tiles	Material avaliable at supplier and will be delivered by Tuesday
183952	19-02-2022	08	Bathroom tiles	Stock not available at supplier
183953	22-02-2022	1-4	Bathroom tiles ultra sprinkler	Stock not available
183954	24-02-2022	1-7	Country almond tiles	Material availble delivery by monday
183956	25-02-2022	1-7	Regal beige tiles	Stock not available
183957	25-02-2022	1-4	Bathroom tiles	Stock not available
183958	25-02-2022	1-4	Bathroom tiles	Stock not available
183955	25-02-2022	1-3	Pvc clamps pending	Material avaliable at supplier and will be delivered by Tuesday
183960	25-02-2022	1-8	Eco drain material	Supplier delivery by monday
183962	25-02-2022	1-36	Water tanks pending	Material available delivery by monday
183963	25-02-2022	1-36	CPVC union and reducer TEE	Material avaliable at supplier and will be delivered by Tuesday
183964	25-02-2022	1-36	CPVC material	Material avaliable at supplier and will be delivered by Tuesday
183967	01-03-2022	1-9	ISL carara tiles	Material availble delivery by monday
183968	01-03-2022	01-4	Bathroom tiles	Stock not available
183969	01-03-2022	1-4	Bathroom tiles	Stock not available

183970	01-03-2022	1-9	Virtified tiles	Material availble delivery by monday
183971	01-03-2022	1-11	ISL carara tiles	Material availble delivery by monday
183973	01-03-2022	1-4	Bathroom tiles	Stock not available
183974	01-03-2022	1-11	Stained concrete grigio	Material availble delivery by monday

No. of gate passes issued this week:	1 / 5	From No.	6592	To No.	6592
Delivery van site visit on:1	25-02-22,28-02-2022,03-03-22,04-03-22				
Inward report (MRN/other) & stock report emailed in pdf format to purchase?			Yes		
Items not ordered but received:					
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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
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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			
Date	05-03-2022	05-03-2022	

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