Prepared by:		T.D. Murthy			
Report Date		11-03-2022			
Site		Nilgiri Heights			
List of requisit	ions Where DO	(NO mot more at 2 at 1 at 2 at 2 at 2 at 2 at 2 at 2			
Requisition	Requisition	WO not prepared 3 working days after	requisition:		
No	Date	Material Descscription	Purchase Officer - Remarks	Material delivered?	If material is not delivered - is del justified?
181857		MI Video Cameras	Online purchase	denivered.	Justified
181858	15-02-2022	Base saddle and screws	PO to be issue		
181869	28-02-2022	Diesel Cans	Online purchase		
List of requisiti	ions Where PO/	WO is prepared and items have not rece			
181808	02-01-2022	UPVC Windows			
181868	25-02-2022	Torch Light	Work completed		
181870	28-02-2022	RO Dozing chemical	Delivered		
181872	01-03-2022	Rod Cutting blades	Contact supplier		
181874	03-03-2022	Surface mounted lights	Contact supplier		
	05-05-2022	Surface mounted lights	Delivered		

T.D. Mary

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

Company: Mo		Modi	lodi reality pocharam LLP		Date:		05-03-2022			
Site: Nil		Nilgiri	lgiri heights		Prepared by:		S.Sharvani			
Report From / To 27-		27-02-	-02-2022 to 05-03-22		Approved by:		G.Vijay raj			
			-03-2022							
List of req	uisitions nu	mbers m	issing in the re	port':						
List of req	uisitions wh	ere PO/	WO not prepar	ed 3 working	days after requ	isition	1:			
Req No. Req Date		Date	Serial no of	Item I	Description		Reason for not preparing PO/WO#			
181857	15.02.22		1-4	MI vid	MI video cameras		Online purchase			
181858	858 15.02.22		2	Base saddle clamps		PO to be issued				
181869 28.02.22			1	Die	el cans		Online purchase			
List of requ	uisitions wh	ere PO/V	WO is prepared	and items hav	e not been rec	eived	at site beyond	the lead time:		
Req No.	Req	Date	Serial no of item in Req.	Item D	escription		Details of	discussion wi	th supplier <sup>5</sup>	
181808 02.01		11.22	1-7		UPVC windows		Partially delivered ONE			
181868 25.02.22		2.22	1	Toro	Torch light		Ready with supplier			
181870	181870 28.02.22		1	and the second s	RO dozing chemical		Ready with supplier			
181872	181872 01.03.22		1	Rod cut	Rod cutting blades		Ready with supplier 0			
181874 03.03.22		3.22	1		Surface mounted lights		Ready with supplier			
No. of gate	passes issue	ed this w	eek:-	01	From No.	-		No.	1093	
Delivery va	n site visit o	on:		01.03.22.0	03.03.22&04	1.03.2				
Inward repo	ort (MRN/ot	her) & s	tock report em	ailed in pdf for	mat to purchas	e?		Yes		
Items not or	rdered but re	eceived:					-			
Other corre	ctions & rer	narks:								
Details of st	teel & ceme	nt stock								
SI. No	Tor size		Wt per mtr	Wt. for 12 mtr rod – kgs	tr Stock at s	ite	Stock at site in	n Previous	Previous stock in Kgs	
			kgs		- no of ro	ds Kgs				
1.	8mm		.395	4.7	74 -		-			
2.	10mm		.617	7.40	120		888.48			
3.	12mm		.89	10.6	8 -	-				
4.	16mm		1.58	18.9	06 -					
5.	20mm		2.47	29.6	14 -					
6.	25mm		3.86	46.3		-				
7.	32mm		6.32	75.8	4 -	-		-		
8.	Binding v	NAME AND ADDRESS OF THE OWNER, TH			-	-		-		
PC stock	100		OPC last reeks stock	100	PPC/PSC stock		75	PPC/PSC las weeks stock	85	
etails		P	Project Manager		Admin Off	Admin Officer/Manager		Admin Audit		
ign			5		(3)			- 14011		
ate		10	5-03-2022		05-03-2023					

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