

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

Company:	GVRC	Date:	12.02.2022
Site:	Innopolis	Prepared by:	Sridevi
Report From / To	05.03.2022 to 11.03.2022	Approved by:	Ramesh Reddy
Report Date	12.02.2022		

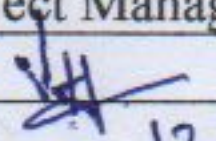
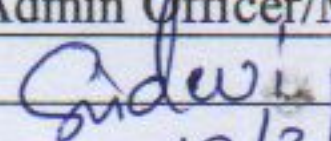
List of requisitions numbers missing in the report:

List of requisitions where PO/WO not prepared 3 working days after requisition:

Req No.	Req Date	S.no	Item Description	Reason for not preparing PO/WO#
164173	22.11.2021	1	FRP Manholes	PO Not issue
164402	10.01.2022	1	Breathing analysis	Po not issue (Local purchase)
164436	18.01.2022	1 to 2	1hp pump with suitable pipe,Diesel hand pump	Po not issue(Rates enquiry)
164568	16.02.2022	1 to 6	Hand dryer machine,Bin,tissue paper	Po not issue
164599	21.02.2022	1 to 3	Cutting wheels,tester,cutting plier	Po not issue
164612	23.02.2022	1 to 5	MS ladders	Po not issue
164632	24.02.2022	1	Horizontal Centrifugal motor guard	Po not issue
164636	26.02.2022	1	Foam Board 5mm	Po not issue
164638	26.02.2022	1	Self Screw	Po not issue
164640	26.02.2022	1	Office table,Revolving,low storage	Po not issue
164648	03.03.2022	1	Gun grey paint	Po not issue (Another material showing)
164649	03.03.2022	1,2	CC Cameras,Memory card	Po not issue
164650	03.03.2022	1	Solar panel	Po not issue
164655	03.03.2022	1	Asian Exterior primer	Po not issue
164664	05.03.2022	1 to 2	Digital water meter,normal water meter	Po not issue
164665	05.02.2022	1 to 5	Low storage unit	Po not issue
164666	05.03.2022	1	STP Water proofing	Po not issue
164668	05.03.2022	1	Epoxy Coat water proofing	Po not issue
164669	05.03.2022	1	Water proofing for sumps	Po not issue
164670	05.03.2022	1	Full thread waste coupling	Po not issue
164674	07.03.2022	1 to 4	Coffee powder,Lemon powder	Po not issue
164679	07.03.2022	1	Tenax	Po not issue
164680	07.03.2022	1	Wire brushes	Po not issue
164685	08.03.2022	1 to 4	Single beds,Dinning table with four chairs,	Po not issue
164686	08.03.2022	1 to 7	Bends,dummy,flanges,nuts and bolts,L angle	Po not issue
164688	08.03.2022	1 to 2	L-Angle	Po not issue
164693	09.03.2022	1	3.5 Core straight cable jointing kit	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 ^s
163704	07.08.2021	1	ACP Cladding	Work order
164011	18.10.2021	1 to 15	Busduct material	Work in progress
164260	08.12.2021	01	Goods Lifts	Spoken with supplier,Supplier is arranging for material.

164366	30.12.2021	1	GI Pipe wrapping material	Supplier is arranging for material.			
164448	20.01.2022	01 to 02	Steel gery granite	Supplier is arranging for material.			
164457	22.01.2022	1	SS Railing	Work in Progress			
164519	07.02.2022	1	Sand stone LT Grey	Delivered by next week			
164534	11.02.2022	1	Electrical gloves	No stock			
164541	11.02.2022	1	B class pipes	Spoken with supplier,dispatch on Monday			
164557	16.02.2022	1 to 4	SS Bain marrie and bottle cooler,etc	Supplier is arranging for material.			
164570	17.02.2022	1	Chequered plates	No stock available at supplier.			
164580	18.02.2022	1	MS Sandwich panel white	Supplier is asking for payment.			
164585	18.02.2022	1	Wash basin	Supplier is asking for advance payment.			
164593	19.02.2022	1	SS Railing	Work in progress			
164596	19.02.2022	1 to 3	Steel sign boards	Supplier is arranging for material			
164605	22.02.2022	1	40mm Square pipe	Supplier is arranging for material			
164611	23.02.2022	1	MS Rectangular Plates	Supplier is arranging for material			
164614	23.02.2022	1 to 4	Dummy flanges,bummy,bend	Partly received from supplier,Supplier is arranging for material			
164639	26.02.2022	1	SS Railing	Work in progress			
164650	03.03.2022	1 TO 2	Indigo ACE waterline	Supplier is arranging for material			
164677	07.03.2022	1 to 2	Copper flexible cable 2 core,aluminium lugs	No stock available at supplier.			
164681	07.03.2022	1	Die Grinder	No stock available at supplier.			
No. of gate passes issued this week:			05	From No.	6019	To No.	6023
Delivery van site visit on:			5 th ,7 th ,8 th ,10 th .				
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	356	1687.44	1687.44	
2.	10mm	.617	7.404	270	2000	15733.5	
3.	12mm	.89	10.68	0	0	20826	
4.	16mm	1.58	18.96	0	0	18012	
5.	20mm	2.47	29.64	0	0	15234.96	
6.	25mm	3.86	46.32	0	0	4539.36	
7.	32mm	6.32	75.84	6	455.04	758.4	
8.	Binding wire				18000	18000	
OPC stock	Nil	OPC last weeks stock	Nil	PPC/PSC stock	420	PPC/PSC last weeks stock	500
Details		Project Manager		Admin Officer/Manager		Admin Audit	
Sign							
Date		12/03/22		12/3/22			

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