

- Procurement Plan Template for Goods, Works and Non-Consulting Services -

Name of Entity: _____
PROCUREMENT PLAN (specify whether Core budget or Project budget)
Source of Funding: _____
Budget Period/Fiscal year: _____

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	
	ITEM NO.	BASIC DATA					IMPLEMENTATION DATES												REMARKS
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION /PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT		
PLANNED	1																		
UPDATE																			
ACTUAL																			
PLANNED	2																		
UPDATE																			
ACTUAL																			
PLANNED	3																		
UPDATE																			
ACTUAL																			
GRAND TOTAL																			

Prepared by: _____
Procurement Director/ Manager

Approved by: _____
Head of Entity/Chairman Proc. Cmttee

Date: _____