ANNUAL PROCUREMENT PLAN (TEMPLATE)

Agency: _____ **TODAYS DATE:** ***8/27/18***

Department	Section	Method of Procurement	Category of Procurement	Description of Procurement	Project Start Date M/D/Y	Days Remaining	Quantity	Total Value (VIP)	Location	Comments
E.g Fiji Procurement Office	Tender	Request for Tender	Vehicles & Machinery	Purchase of 3T Forklift	30/07/2018	-28.00	1	$ 60,000.00	Suva	