**Procurement Proposal**

**Form 1**

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*Each request should be less than 1,000,000JPY. Refer to the “Required documents by item category” table (II.B)) and attach all relevant documents to this procurement proposal.)*

Date:

Name of PI:

Type of Procurement

[ ]  Consumables (total cost is less than 199USD) without a quotation

[ ]  Equipment and/or consumables more than 200USD in total (Need a quotation)

Expense item *(use the separate sheet attached, “Form 1 (appendix)” if listing multiple items)*:

Reasons for requiring this item and any additional information *(use the separate sheet attached “Form 1 (appendix)” if providing reasons for multiple items)*:

List of candidate vendors/service providers *(attach quotations and any relevant documents)*:

|  |  |
| --- | --- |
| Name of Vendor/Service Provider | Order by preference(1st~3rd) |
|  |  |
|  |  |
|  |  |

Reason(s) for selecting this (1st) vendor:

*(Signature of PI)*

Received and approved by:

 *(JICA Project Office)*