

PROJECT IMPLEMENTATION PLAN :2018/2019 FINANCIAL YEAR														
ACTION PLAN & PERFORMANCE REPORTING														
PROJECT NAME :		Furniture JBC Hall				RESPONSIBLE DEPARTMENT		Community Services : Arts, Culture and Amenities						
VOTE/PROJECT NO.		70095034721				RESPONSIBLE MANAGER								
COST OF PROJECT(AS APPROVED)		R44 306.00				WARD LOCALITY								
PROJECT OBJECTIVE :		To Enhance service delivery to the community												
PERFORMANCE TARGET:		Procurement of furniture for the JBC Hall												
ACTION PLAN														
KEY ACTIVITIES	SOURCE OF EVIDENCE	COST	TIME FRAME											
			JULY	AUGUST	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE
Compile specifications	Specifications													
Compile basic information schedule	Basic information schdule & memo confirmino specs													
Terms of reference	Bid Specification Report													
Advertise on website	Advert													
Closing of bid & evaluation report	Advert & report													
Award	Purchase order													
Delivery	Delivery note / invoice													
Payment	Invoice												44 306	
TOTAL												44 306		
REPORTING														
			1st Quarter			2nd Quarter			3rd Quarter			4th Quarter		
ACTUAL (non financial)														
Actual (financial)			0											
Reason for Variance														
No. of Jobs Created														
No. of Persons Trained														
COMMENTS														