

Contracting Tracking Sheet for Contractors' coordinator
Contracts Cost Sheet

Ser.				Contract Information				Saving Information	
	Section	Type of work	Area of Application	Contracting Name	Total Contract Amount .	Advance Payment %	Advance Payment Amount	Variance Amount between contract amount & tender amount	Saving %
1									

Contracting Tracking Sheet for Contractors' coordinator
Contracts Progress Sheet

Ser.			Contract Information					
	Type of work	Contract Date	Contracting Name	Contractor Name	Phone No.	Total Contract Amount .	Advance Payment %	Advance Payment Amount
1								

Contracting Tracking Sheet for Contractors' coordinator

Contracts Tracking Sheet

Ser.	Serial No.	Contract Request Information				Follow-up Contract Draft				Contract Information								Saving information			
		Received Date	Type of work	Acceptance Date	Contract Type -Supply & Installation. -Supply. -Installation. -Labors. -Services. -Rental.	Signed Contract Date from Sub-contractor	Approved budget Variation Date (if any)	Approval Contract Draft Date	Difference between Approval date from Proc. & GM Approval Contract Date	Contracting Name	Contracting Date	Budget Variation Approved Date	Contractor Name	Phone No.	Total Contract Amount .	Advance Payment %	Advance Payment Amount	Contract Made By	Tender Amount/ Market Price	Price type	Variance Amount between contract amount & tender amount
1																					
2																					

Contracting Tracking Sheet for Contractors' coordinator

Contracts (P.O) Tracking Sheet

Ser.	Serial No.	P.O Request Information				Follow-up P.O Draft				P.O Information								Saving Information				
		Received Date	Type of work	Acceptance Date	P.O Type -Supply & Installation. -Supply. -Installation. -Labors. -Services. -Rental.	P.O Draft Date	Approved budget Variation Date (If any)	Approval P.O Draft Date	Difference between Approval date from Proc. & GM Approval P.O Date	Supplier Name	P.O Date	Budget Variation Approved Date	Supplier Name	Phone No.	Total P.O Amount	Advance Payment %	Advance Payment Amount	P.O Made By	Tender Amount/ Market Price	Price type	Variance Amount between P.O amount & tender amount	Saving %
1																						