

Name of the Company:

Name of the Project:

Location of the Project:

Scope of Work Statement

Deliverables

Exclusions

Tasks and Schedule

S.No	Tasks	Goods Needed	Services Needed	Delivery Date	Reporting Head

Stakeholders

S.No	Name of Stakeholder	Responsibility

Estimate Cost of Project

Type	Description	Cost
Internal Labor		
External Labor		
Materials		
Services		
Total		

Approvals

Payment Terms and Conditions

Contact Details:

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