

## Processes of Community Procurement under NERLP

Step  
1

Formation of Purchase Committee in  
General Body Meeting (GBM)



General Body Meeting

Step  
2

Need Identification through PRA  
exercise, GBM Meeting (CDG) etc.



PRA Exercise

Step  
3

Shop at least three quotations for  
comparison  
Issue of request for quotations

Explore the markets jointly by  
purchase committee



Step  
4

Prepare a comparison sheet and  
select the most appropriate supplier

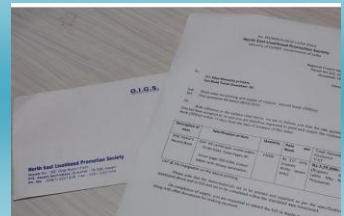


Purchase Committee should sign  
with date on the comparison sheet

Step  
5

Issue supply order to the lowest  
evaluated supplier

Supply order



Step  
6

Delivering and receiving of goods as per Supply order



Step  
7

Inspect and verify the quality and quantity of the goods and record in stock Register



Step  
8

Store the delivered goods under lock and key .Key with the CDG Treasurer



Store House

Step  
9

Notice board displaying the name and detail cost of the CDP, start date and proposed finish date etc.



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