**Procurement Journey**

**Commodity/Service Strategy Index**

**Suggested Content for Commodity / Service Strategy**

|  |  |
| --- | --- |
| **Minimum Requirements** | **Additional Considerations** |
| * Executive Summary * UIG Charter & Membership List * Sustainability Test (Route 3) * Current Contract Status * Supply Market Analysis * Risk & Issue Register * Initial Opportunity Assessments * Option Decision Tree/Summary * Evaluation Criteria & Methodology * Project Plan/Timetable * Approval/Sign Off request | * Porters 5 Forces * SWOT * PESTLEE * Supplier Cost Driver * Total Cost of Ownership * Risk Mitigation Activities (4T’s) * Strategic Positioning of the Commodity |