

# INVOICE

[Your Consultancy Name]  
[Address Line 1]  
[Email / Phone]

**Invoice #:** [0000]  
**Date:** [MM/DD/YYYY]  
**Due Date:** [MM/DD/YYYY]

**BILL TO**

[Client Contact Name]  
[Client Company Name]  
[Client Address]

**PROJECT REFERENCE**

[Project ID / Contract Name]  
Procurement Strategy Consulting

| DESCRIPTION OF SERVICES                   | QUANTITY/HOURS | RATE   | AMOUNT |
|-------------------------------------------|----------------|--------|--------|
| Strategic Sourcing Analysis - [Phase]     | 0.00           | \$0.00 | \$0.00 |
| Supplier Risk Assessment & Audit          | 0.00           | \$0.00 | \$0.00 |
| Category Management Framework Development | 0.00           | \$0.00 | \$0.00 |
| Subtotal                                  |                | \$0.00 |        |
| Tax (0%)                                  |                | \$0.00 |        |
| Total Due                                 |                | \$0.00 |        |

**Payment Instructions:**

Please transfer funds to [Bank Name] | Account: [Number] | SWIFT: [Code]  
Late payments are subject to a fee of [0]% per month.