**Project Charter Template**

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**Project Charter Plan**

**Inventory system and ordering system**

**Company Name**

**Street Address**

**City, State Zip Code**

**Date**

**Project Charter**

**Inventory System and Ordering System**

**<Paragraph 1: Formally authorize the project>**

This is to formally authorize the project for Torrecamps Marketing Company to develop and implement an Inventory system and ordering system. The project is subject to the Project sponsor’s approval. To achieve success, the system should undergo beta testing to fully assure the Project Client, Torrecamps Company, who will authorize the project’s completion.

**<Paragraph 2: Project Scope - State the scope of the project, its deliverable and what business needs, problems or opportunities the project addresses – a market demand, business need, legal requirement, social need, customer request or technological advance >**

The purpose of the project is to develop an Inventory system and Ordering system for Torrecamps Company. The objective of the project is to automate their transaction process and allow the users to order within the system, which brings more flexibility and efficiency. Delivering operational improvements and minimizing customer service issues for better service. His project will help Torrecamps to have more control over their business, providing the client's needs for the improvement of their business. The success of the project is determined once it has been implemented and approved by the Project Sponsor.

**<Paragraph 3: Identify the Project Manager and give him/her authority to apply organizational resources to the project >**

Stefano Franco Binay is the Project Manager that handles the project for Torrecamps Marketing Company. He is responsible for the cost, project plan, delegates responsibilities, and scheduling meetings with their project adviser Mr. Alvin Limpin, and ensures the successful and timely completion of the project. Mr. Binay is hereby authorized to approve any changes regarding the documentation and prototype. As the Project Manager, he maintains control of the changes and keeps the client updated as well as their Project Adviser.

**<Paragraph 4: Provide the summary milestone schedule >**

The project summary milestone schedule is presented below. The Project Sponsor must approve any schedule changes which may impact milestones in coordination with the Project Manager. A detailed schedule will be included in the project plan.

|  |  |
| --- | --- |
| **Project Start** | **08/15/2022** |
| **Planning** | 08/15/2022 - 11/09/2022 | |
| **Analysis and Design** | 11/26/2022 - 03/8/2023 | |
| **Coding** | 03/23/2023 - Present | |
| **Beta Testing** | 2023 | |
| **Project Complete** | 2023 | |

**<Paragraph 5: Project Budget – state the budget for the project and identify funding sources >**

The total budget for the project is ₱406,388 the breakdown is in the table below:

|  |  |
| --- | --- |
|  | Price |
| Hardware and Software Costs | ₱45,000 |
| Server hardware and software | ₱4,000 |
| Client hardware and software | ₱35,000 |
| Database software and licenses | ₱10,000 |
| Network infrastructure | ₱1,699.00 (per month) – ₱20,388 (per annum) |
| Implementation and Integration Costs | ₱150,000 |
| System design and development | ₱80,000 |
| Testing and quality assurance | ₱10,000 |
| Data migration | ₱10,000 |
| System integration | ₱40,000 |
| Training and Support Costs | ₱10,000 |
| Ongoing support and maintenance | ₱2,000 (per appearance) |
| Total Project Budget | ₱406,388 |

**Sponsor Acceptance**

Approved by the Project Sponsor:

Date:

<Project Sponsor Name>

### <Project Sponsor Title>

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