



PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2024

Please Check

☒ Original PPMP

☐ Revised (Changed items, same budget)

☐ Supplemental (Additional budget)

Unit/Office/Dept./Div.: _____

Project Code: _____

Purpose: _____

ITEM
Higher Education
For office use

Total Budget: **92,294.90**
Funding: **GF-MOOE**

Description/Specifications	Qty	Unit	Unit Cost	Total Cost	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
I.T. Supplies and Consumables																
Ink, Epson 003 - black genuine	10	bottles	380.00	3,800.00	5	5										
Ink, Epson 003 -yellow genuine	8	bottles	380.00	3,040.00	4	4										
Ink, HP GT53XL, 135 ML black	8	bottles	505.00	4,040.00	4	4										
Ink, HP GT52, 70 ML yellow	6	bottles	505.00	3,030.00	3	3										
Ink, HP GT52, 70 ML Magenta	6	bottles	505.00	3,030.00	3	3										
Ink, HP GT52, 70 ML Cyan	6	bottles	505.00	3,030.00	3	3										
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				-												
				-												
				-												
				-												
Office/Janitorial Supplies																
Expanding folder, long green	100	pcs	35.00	3,500.00	50	50										
Paper, A4 size 80gsm	80	reams	180.00	14,400.00	40	40										
Pen, Sign .5mm gel type blue My gel	60	pcs	35.00	2,100.00	30	30										
Pen, Sign .5mm gel type red My gel	40	pcs	35.00	1,400.00	20	20										
Alcohol, Ethyl 70% solution, 500ml	20	rolls	39.00	780.00	10	1										
Magazine box/data file box/data filer, horizontal made of chipboards closed ends, LONG (Single)	50	bottles	105.00	5,250.00	25	25										
Brush, long handle	3	pcs	45.00	135.00	3											
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				-												
GRAND TOTAL				47,400.00												

Prepared by: [Signature] Noted by: [Signature] Date: 29-Mar-23

CECILIO M. BENITEZ ELITA P. ESPINOSA

Designation: Director, ITEEM

Funds Available: ALICIA M. FLORES Head, Budget Office

*Funding Sources: General Fund (GF), Trust Fund (TF), Special Trust Fund (STF), IGP, Supplemental or Augmentation

Note: Please make a separate PPMP for each category and funding source.

Categorize the entries such as Office Supplies, Office Appliance & Equipment, Office Furniture, Laboratory Equipment, Laboratory Supplies, IT Equipment, Construction & Electrical Supplies, Farm & Agricultural Supplies, Feeds & Feed Ingredients, Medical & Dental Supplies, Auto Supplies, Labor Services, Infrastructure