

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Ink, Epson, genuine, (BK) T664, 70 ml	50	pieces	350.00	17,500.00	50											
Ink, Epson, genuine, (Y) T664, 70 ml	50	pieces	350.00	17,500.00	50											
Wireless Optical Mouse	180	pcs	1,000.00	180,000.00	180											
Sub-Total				9,750,000.00												
Office Supplies																
Paper, Bond, Long, S-24, 80 gsm	100	reams	328.00	32,800.00	100											
Lever Arch File Folder, Horizontal, with Ring Binder & Metal Finger Pull, Size: 3", Long (Black)	50	pcs	140.00	7,000.00	50											
Folder, Pressboard, US, Blue, Long	50	pieces	30.00	1,500.00	50											
Pen, Ball, blue	10	pieces	10.00	100.00	10											
Pen, Ball, black	5	pieces	10.00	50.00	5											
Ink, Refill, for Whiteboard Marker, Black, 30mL	5	btls	165.00	825.00	5											
Whiteboard, Wall Mount, 4' x 8', w/ aluminum frame	4	pcs	4,962.00	19,848.00	4											
Transparency Film, A4, 100pcs/pack	5	pack	372.00	1,860.00	5											
Laminating Film, A4, 100 shts/box, 250 microns	1	box	1,430.00	1,430.00	1											
Pen, Highlighter, orange	10	pieces	46.00	460.00	10											
Ring Binder, plastic, 84 38mm , 1-1/2" black	50	pieces	46.00	2,300.00	50											
Ring Binder, plastic, 84, 25mm ,1" black	50	pieces	30.00	1,500.00	50											
Ring Binder, plastic, 84 51mm 2" black	20	pieces	55.00	1,100.00	20											
Specialty Paper, long, 8-1/2 x 13, 220gsm, color: cream (10pcs/pack)	5	pack	65.00	325.00	5											
Specialty Paper, long, 8-1/2 x 13, 220gsm, color: light green (10pcs/pack)	5	pack	65.00	325.00	5											
Paper, Photo, matte finish, 146GSM, 10 shts/pack	5	pack	75.00	375.00	5											
Sub-Total				71,798.00												
Grand Total				10,151,798.00												

Prepared by:

NORMAN O. VILLAS

Noted by:

SEAN O. VILLAGONZALO
Unit Head/Project Leader

Funds Available:

MYRNA S. PANCITO
Head, Budget Office

Date: **09/18/2020**

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

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

Categorize the entries such as Office Supplies, Office Appliance & Equipment, Office Furniture, Laboratory Supplies, IT Equipment, Construction & Electrical Supplies,