

☒ Original PPMP

☐ Revised (Changed items, same budget)

☐ Supplemental



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PPMP-2023-0818-139274

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2024

Unit/Office/Dept/Div: General Services Office

Project Code: GSO-2024

Purpose: Office use

Total Budget : 225,000.00

Funding : GF-MOOE

PPMP #: 218-5-2220-2024-7-0-0

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Construction and Electrical Supplies																
Gloves, Utility, Medium	20	pair	150.00	3,000.00	20											
Sub-Total				3,000.00												
Hardware																
Rainboots, Size: 9 (Men), Black	10	pair	600.00	6,000.00	10											
Rainboots, Size: 8 (Men), Black	10	pair	600.00	6,000.00	10											
Rainboots, Size: 6 (Women), Blue	2	pair	365.00	730.00	2											
Raincoat, Jacket and Pants, Large, Transparent	15	pair	500.00	7,500.00	15											
Raincoat, Jacket & Pants, Extra Large, Transparent	15	pair	350.00	5,250.00	15											
Sub-Total				25,480.00												
IT Supplies and Equipment																
Ink, Epson 003, Genuine Black 65mL	3	btl	350.00	1,050.00	3											
Ink, EPSON 003, Genuine Cyan 65mL	3	btl	350.00	1,050.00	3											
Ink, EPSON 003, Genuine Magenta 65mL	3	btl	350.00	1,050.00	3											
Ink, EPSON 003, Genuine Yellow 65mL	3	btl	350.00	1,050.00	3											
Sub-Total				4,200.00												
Laboratory Supplies																
Utility Gloves, Rubber, Large, Non-Sterile	20	pair	140.00	2,800.00	20											
Sub-Total				2,800.00												
Office Supplies																

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Spin Mop, w/ stainless steel wringer bucket, w/ durable & ergonomic PP plastic mop handle, 360deg. spin microfibre mop head, 180deg. flexible mop pole	12	pcs	1,500.00	18,000.00	12											
Bleach, Liquid, 99.9% Antibacterial, Disinfectant, at least 3785 mL	10	gallon	220.00	2,200.00	10											
Broom, Soft (Tambo), Large, Heavy Duty	20	pcs	250.00	5,000.00	20											
Broom, Stick Broom, Tukog	30	pc	40.00	1,200.00	30											
Fabric Conditioner, 1L, any scent	31	btls	415.00	12,865.00	31											
Trash Bag (Garbage Bag), Small (11x11x24 inches), 10pcs/pack, Black	25	pack	25.00	625.00	25											
Trash Bag (Garbage Bag), Large (15x15x37 inches), 10pcs/pack, Black	20	pack	56.00	1,120.00	20											
String Doormat/Rug/Basahan	40	pieces	100.00	4,000.00	40											
Bathroom Deodorizer, with holder, at least 100g, any scent	50	pcs	80.00	4,000.00	50											
Disinfectant Spray, 170g	40	can	280.00	11,200.00	40											
Hand Sanitizer, Gel, Antibacterial, push-type, 250mL	40	btls	120.00	4,800.00	40											
Air Freshener, Scented Gel, at least 180g, Lemon/Orange Scent	50	pcs	200.00	10,000.00	50											
Tissue, Bathroom, 2 Ply, 12rolls/pack	10	pack	204.00	2,040.00	10											
Record Book, Big, 500 pages	8	pcs	115.00	920.00	8											
Toilet Bowl Cleaner, at least 500ml	25	btl	180.00	4,500.00	25											
Toilet Brush with Holder	25	set	180.00	4,500.00	25											
Detergent soap, Powder, reusable bucket/tub (10kg)	9	pail	1,300.00	11,700.00	9											
Ready made curtain (mint green)	5	pcs	450.00	2,250.00	5											
Furniture Polish	30	btls	350.00	10,500.00	30											
Men's Shoulder Bag Messenger Bag Waterproof Sling Bag, Color Black	10	pcs	500.00	5,000.00	10											
Soap, hand, liquid, 250 ml	20	btls	135.00	2,700.00	20											
Alcohol, Ethyl, 70% solution, 1 gallon	10	gallons	600.00	6,000.00	10											
Floor Mop	30	pieces	250.00	7,500.00	30											
Pen, Sign, .5mm, Gel-type, Blue	25	piece	35.00	875.00	25											
Plastic Pail, 5L capacity	13	pc	28.00	364.00	13											
Water Dipper (Tabo)	13	pc	45.00	585.00	13											

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Paper, Bond, A4, S-24, 80 gsm	10	reams	289.00	2,890.00	10											
Paper, Manila	20	pcs	6.00	120.00	20											
Sign Here Sticky Notes	15	pack	59.00	885.00	15											
Sticky Flags, Repositionable Indexing Tab, 45x12mm, (20 sheets x 5 colors)/pack	10	pack	40.00	400.00	10											
STICKY NOTE 3 X 3 ASSORTED COLORS	10	pad	79.00	790.00	10											
STICKY NOTES 3 X 4 ASSORTED COLORS	10	pad	79.00	790.00	10											
Fastener, Paper, plastic, 50 sets/box	6	boxes	38.00	228.00	6											
Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	9	boxes	14.00	126.00	9											
Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	8	box of 50's	30.00	240.00	8											
Clip, Double Binder, 1" (approx. 25mm), Black, 12 pcs/box	10	boxes	20.00	200.00	10											
Clip, Double Binder, 1-1/4" (approx. 32mm), Black, 12 pcs/box	10	boxes	30.00	300.00	10											
Sub-Total				141,413.00												
Grand Total				176,893.00												

Prepared by:  **ANACEL B. VERUEN**

Noted by:  **RYSAN C. GUINOCOR** *ac-gso 9/23*
Unit Head/Project Leader

Noted By:  **ALICIA M. FLORES** *10-24*
Head, Budget Office

Date: **08/23/2023**

<> *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, Farm & Agricultural Supplies, Feeds & Feed Ingredients, Medical & Dental Supplies, Auto Supplies