

☒ Original PPMP

☐ Revised (Changed items, same budget)

☐ Supplemental



PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2021

Unit/Office/Dept/Div: Office of the Head of Alumni and Community Relations

Project Code: GASS-ACRO-2022

Purpose: Office Used

Total Budget : 50,000.00

Funding : GF-MOOE

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
Fuel & Lubricants																
Gasoline, Premium	100	liter	55.00	5,500.00	25			25			25			25		
Sub-Total				5,500.00												
Office Equipment																
Heavy Duty Office Printer, Scanner and Photocopier	1	pcs	25,000.00	25,000.00	1											
Sub-Total				25,000.00												
Office Furniture & Fixture																
Steel Cabinet, 4 Drawers w/ lock, Vertical, Dirty White	1	pieces	11,000.00	11,000.00	1											
Sub-Total				11,000.00												
Office Supplies																
Puncher, Heavy Duty	1	pieces	450.00	450.00	1											
Paper, Bond, Long, S-20, 70 gsm	5	reams	286.00	1,430.00	5											
Paper, Bond, A4, S-24, 80 gsm	22	reams	289.00	6,358.00	8			8			6					
Folder, File, Short, 14pts, White	32	piece	8.00	256.00	15			15			2					
Envelope, Document, Brown, 150 lbs, Short	1	pc	5.00	5.00	1											
Sub-Total				8,499.00												
Grand Total				49,999.00												

Prepared by: ANICETA M. LUMACAD

Noted by: ELSIE E. SALAMAT
Unit Head/Project Leader

Funds Available: MYRNA S. PANCITO
Head, Budget Office

Date: 08/18/2021