



PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2021

Unit/Office/Dept/Div: Department of Business and Management

Project Code: EXT52

Purpose: for office use

Revised (Changed items, same budget
Supplemental

Total Budget : 50,000.00
Funding : GF- MOOE

✓ Original PPMP

O I D tutt	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)											
General Description					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
IT Supplies and Equipment																
Ink, Epson, genuine, (Y) T664, 70 ml	10	pieces	350.00	3,500.00	10											
Ink, Epson, genuine, (BK) T664, 70 ml	19	pieces	350.00	6,650.00	10	9										
Ink, Epson, genuine (M) T664, 70 ml	10	pieces	350.00	3,500.00	5	5										
Ink, Epson, genuine (C) T664, 70 ml	10	pieces	350.00	3,500.00	5	5										
Sub-Total				17,150.00												
Office Supplies																
Folder, File, Long, 14pts, White	30	piece	10.00	300.00	15	15										
Folder, Pressboard, US, Green, Long	30	pcs	30.00	900.00	15	15										
Paper, Mimeo, WW, A4, S-18	25	reams	210.00	5,250.00	20	5										
Paper, Mimeo, WW, Long, S-18	30	reams	218.00	6,540.00	15	15										
Paper, Bond, A4, S-20, 70 gsm	50	reams	253.00	12,650.00	20	20	10									
Paper, Bond, A4, S-24, 80 gsm	20	reams	289.00	5,780.00	10	10										
Fastener, Paper, plastic, 50 sets/box	10	boxes	38.00	380.00	10											
Pen, Highlighter, yellow	4	pieces	45.00	180.00	4											
Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	11	boxes	14.00	154.00	5	6										
Pencil, Lead, #2, w/ eraser	6	pieces	10.00	60.00	3	3										
Book Cloth, Black	5	yard	130.00	650.00	5											
Sub-Total				32,844.00												
Grand Total				49,994.00												

Prepared by:	Jam'	Noted by:	William	Funds Available:	~^
	JULIA A. TABINAS		NILDA T. AMESTOSO		MYRNA S.

Unit Head/Project Leader MYRNA S. PANCITO
Head, Budget Office

Date: 10/14/2020

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