

- ☒ Original PPMPP
- ☐ Revised (Changed items, same budget)
- ☐ Supplemental

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2023

Unit/Office/Dept/Div: Office of the Director for Physical Plant

Project Code: PPO Office Supplies 2023

Purpose: For PPO office supplies 2023

Total Budget : 60,000.00

Funding : GF-MOOE

PPMP #: 176-5-89-2023-8-0-1

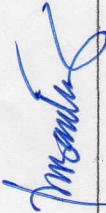
General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
IT Supplies and Equipment																
Epson 001 ink, Black, 127ml, Genuine	5	btl's	600.00	3,000.00		5										
Ink, Epson, genuine, (BK) T664, 70 ml	20	pieces	350.00	7,000.00		20										
Sub-Total				10,000.00												
Office Supplies																
Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	5	box of 50's	30.00	150.00		5										
Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	5	boxes	14.00	70.00		5										
Folder, File, Long, 14pts, White	100	piece	10.00	1,000.00		100										
Hand Towel, cloth, cotton	3	piece	35.00	105.00		3										
Multi-Purpose Glue, 130 g	5	btl	60.00	300.00		5										
Sticky Note, 3 x 5, Yellow	5	pads	150.00	750.00		5										
Paper, Bond, A4, S-20, 70 gsm	50	reams	253.00	12,650.00		50										
Paper, Bond, Long, S-20, 70 gsm	30	reams	286.00	8,580.00		30										
Paper, Bond, Short, S-20, 70 gsm	30	reams	245.00	7,350.00		30										
Pen, Permanent Marker, black, fine tip	3	pieces	60.00	180.00		3										
Pen, Sign, .5mm, Gel-type, Blue	100	piece	35.00	3,500.00		100										
Pen, Ball, blue	100	pieces	10.00	1,000.00		100										
Pen, Highlighter, yellow	20	pieces	45.00	900.00		20										
Plastic bag (sando bag) 100pcs/pack large	1	pack	95.00	95.00		1										
Pencil, Lead, #2, w/ eraser	30	pieces	10.00	300.00		30										
Scissors, 8" heavy duty, good quality	2	pieces	75.00	150.00		2										

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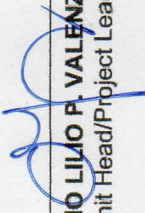
PPMP-2022-0913-63121

General Description	Quantity	Unit	UnitCost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Sharpener, Pencil Heavy Duty good qly	1	pieces	350.00	350.00		1										
Staple Wire, #35	100	boxes	30.00	3,000.00		100										
Tape, Masking, 1" x 25 yards	3	rolls	48.00	144.00		3										
Received Stamp	1	pcs	200.00	200.00		1										
A4 Photo Paper	3	packs	150.00	450.00		3										
Sticky Note, 3x5 Colored	5	pads	50.00	250.00		5										
Document Tray	5	pc	550.00	2,750.00		5										
Bleach Original 250ml/bottle	20	btlis	16.00	320.00		20										
Bleach Lemon 250ml/btl	30	btlis	16.00	480.00		30										
Approved Stamp with Date Line and Signature Line (BLUE)	2	pcs	320.00	640.00		2										
Sub-Total				45,664.00												
Grand Total				55,664.00												



MARIO C. BANTUGAN

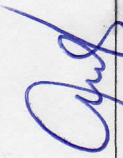
Prepared by:



MARIO LILIO P. VALENZONA

Unit Head/Project Leader

Noted by:



ALICIA M. FLORES

Head, Budget Office

Noted By:

Date: 09/13/2022

<> *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