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PPMP-2025-0804-288712

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) NO. 00

☐ INDICATIVE ☒ FINAL

Fiscal Year: 2025
End-user or Implementing Unit: Department of Pest Management

PROCUREMENT PROJECT DETAILS				PROJECTED TIMELINE (MM/YYYY)				FUNDING DETAILS		Attached Supporting Documents	Remarks
General Description and Objective of the Project to be Procured	Type of the Project to be Procured (Goods, Infrastructure, Consulting Services)	Quantity and Size of the Project to be Procured	Recommended Mode of Procurement	Pre-Procurement Conference (Yes/No)	Start of Procurement Activity	End of Procurement Activity	Expected Delivery/Implementation Period	Source of Funds	Estimated Budget / Authorized Budgetary Allocation (Php)		
Office Supplies											
4 layer file rack desk paper organizer	Goods	4 pcs * 1	Small Value Procurement	No	10/2025	11/2025	12/2025	TF	1,200.00	• Technical Specification	
Epson L3250 Ink	Goods	4 sets * 2	Small Value Procurement	No	10/2025	11/2025	12/2025	TF	8,000.00	• Technical Specification	
Heavy Duty Book Ends Metal	Goods	4 pair * 5	Small Value Procurement	No	10/2025	11/2025	12/2025	TF	400.00	• Technical Specification	
Six Layer Metal Rack	Goods	1 pc * 6	Small Value Procurement	No	10/2025	11/2025	12/2025	TF	3,000.00	• Technical Specification	
Sub-Total									12,600.00		

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Agricultural/Farm Supplies/Livestock													
Fertilizer, Complete, (14-14-14), 50 kg-bag	Goods	5 bag * 3	Small Value Procurement	No	10/2025	11/2025	11/2025	TF	12,500.00	• Technical Specification			
Sub-Total									12,500.00				
Fertilizers/Pesticide													
Fertilizer, Urea (46-0-0), 50 kg-bag	Goods	5 bag * 4	Small Value Procurement	No	10/2025	11/2025	12/2025	TF	12,500.00	• Technical Specification			
Sub-Total									12,500.00				
TOTAL BUDGET:										37,600.00			

* Please see attached specification

Prepared by:


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 6 Oct 2025

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Date:


 7 Oct 2025

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SPECIFICATION

1. 4 layer file rack desk paper organizer

- **Multiple Layers:** Typically 4 layers or tiers for efficient document organization.
- **Sliding Trays:** Allow for easy access to documents and smooth sliding in and out.
- **Material:** Commonly made of metal mesh for durability and ventilation or sturdy plastic.
- **Dimensions:** Approximate dimensions can vary, but a common size is around 39.88 x 30.99 x 24.89 cm.
- **Functionality:** Designed for holding A4 paper, files, letters, and other office supplies.
- **Stackable:** Some models are stackable for increased storage capacity.
- **Design:** Color Black
- **Features:** May include automatic tray stops to prevent files from falling out and rubber feet to protect the desk.

2. Epson L3250 Ink

Ink Specifications:

- **Type:** Epson 003 series ink bottles.
- **Capacity:** 65ml per bottle.
- **Colors:** Black, Cyan, Yellow, Magenta.
- **Yield:** Approximately 4,500 pages in black and 7,500 pages in color with each set of replacement bottles.

3. Fertilizer, Complete, (14-14-14), 50 kg-bag

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4. Fertilizer, Urea (46-0-0), 50 kg-bag

na

5. Heavy Duty Book Ends Metal

- **Dimensions:** .

Length: 18.00 Cm

Width: 12.00 Cm

Height: 15.24 Cm

- **Material:** Common materials include metal (steel, iron),
- **Weight:** A heavier bookend provides more stability, especially for larger or heavier books. Like approx. 0.5kg
- **Features:**
 - **Anti-slip pads:** Prevent the bookend from sliding on surfaces.
 - **Rounded edges:** Enhance safety by preventing sharp corners.
 - **Retractable design:** Allows for adjusting the size and capacity of the bookend.
 - **Decorative elements:** Add aesthetic appeal and can be integrated into the design of the bookend.
- **Color:** Black.

6. Six Layer Metal Rack

Dimensions:

120cm x 40cm x 200cm,

Material:

Powder-coated steel is a standard choice for its durability and resistance to rust and corrosion.

Weight Capacity:

Individual shelves can hold anywhere from 65kg to 760kg, depending on the rack's design and materials.

Assembly:

Boltless designs with rivet-lock mechanisms or similar are common for easy, tool-free assembly.

Adjustability:

Shelves are often adjustable, allowing for customization to accommodate items of varying heights.

Features:

Some racks may include features like rubber interlocking feet for floor protection or wire mesh decking for added safety.