



CY 2021

Total Budget : 28,100.00

Funding : GF

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

[illegible]

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Office Supplies and Materials																
Clip Paper Plastic Gem type 33mm vinyl coated	3	boxes	10.00	30.00	3											
Scissors, 8", Stainless	4	piece	100.00	400.00	4											
Pen, Sign Refill, My Gel, 0.5, black	12	pieces	20.00	240.00	12											
NT Cutter blades #500 heavy duty 10's	4	tubes	55.00	220.00	4											
Pen, Ball, Pilot BP-S Fine, red	50	pieces	15.00	750.00	50											
Pen, Ball, Pilot BP-S Fine, blue	50	pieces	15.00	750.00	50											
Pen, Ball, Pilot BP-S Fine, black	50	pieces	15.00	750.00	50											
Pen, Whiteboard Marker Pilot black	12	pieces	50.00	600.00	12											
Pen, Pentel Pilot Supermarker black, broad tip	12	pieces	31.00	372.00	12											
Pen, Pentel Pilot Supermarker black finetip	12	pieces	31.00	372.00	12											
Pencil, Mongol #2	50	pieces	4.50	225.00	50											
Envelope, Expanding long blue w/garterized tie	12	pieces	12.00	144.00	12											
Tape, Double Sided/Double Stick, Scotch 3M, 1"	10	rolls	65.00	650.00	10											
Staple Wire, #35	5	boxes	36.95	184.75	5											
Folder, File long 14pts laserwhite	10	piece	15.00	150.00	10											
Lysol Disinfectant spray 340gm	3	cans	171.00	513.00	3											
Insect spray, 300ml. Baygon	2	cans	219.36	438.72	2											
Pen, Sign Refill, My Gel, 0.5, blue	10	pieces	20.00	200.00	10											
Acetate, Plastic #6	1	rolls	972.00	972.00	1											
Post-it Note pad 3 x 4 3M (color: pink/green/blue)	5	pads	38.60	193.00	5											
Sub-Total				8,154.47												
Grand Total				25,965.37												

Prepared by:

JERREL ANN L. LAGITAO

Noted by:

JOVANNEMAR P. ANIRE
Unit Head/Project Leader

Funds Available:

MYRNA S. PANCITO
Head, Budget Office

Date: **07/30/2020**

*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