

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



PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
 CY 2024

Unit/Office/Dept/Div: **Department of Physics**
 Project Code: **DPhysics 2024**
 Purpose: **DPhys supplies for 2024**

Total Budget : **92,294.00**
 Funding : **GF-MOOE**
 PPMP #: **200-5-2088-2024-7-0-0**

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																
Ink, Epson 003, Genuine Black 65ml	10	btl	350.00	3,500.00	10											
Ink, EPSON 003, Genuine Yellow 65ml	10	btl	350.00	3,500.00	10											
Gestetner Toner for CS 2014	2	pieces	3,850.00	7,700.00	2											
Samsung AW09AYHGAWKNTC 1.5 hp Inverter Window-Type Air Conditioner	1	unit	30,295.00	30,295.00	1											
Computer Printer, All-in-One/Multifunction Colored-Ink Tank	1	unit	14,000.00	14,000.00	1											
UPS, at least 500 w	2	piece	2,550.00	5,100.00	2											
Sub-Total				64,095.00												
Office Equipment																
Paper shredder machine, heavy duty	1	pieces	12,000.00	12,000.00	1											
Sub-Total				12,000.00												
Office Supplies																
Paper, Bond, A4, S-24, 80 gsm	30	reams	289.00	8,670.00	30											
Pen, Whiteboard Marker, black	25	pieces	50.00	1,250.00	25											
Pen, Whiteboard Marker, blue,	25	pieces	50.00	1,250.00	25											
Record Book, Big, 500 pages	5	pcs	115.00	575.00	5											
Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	3	boxes	14.00	42.00	3											
Broom, Soft (Tambo), Large, Heavy Duty	3	pcs	250.00	750.00	3											
Bathroom Deodorizer, with holder, at least 100g, any scent	8	pcs	80.00	640.00	8											

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
Eraser, whiteboard, magnetic flannel	10	pc	60.00	600.00	10											
Folder, Brown, Long Size 8.5x13"	50	pcs	7.00	350.00	50											
Folder, Pressboard, US, Blue, Long	30	pieces	30.00	900.00	30											
Sub-Total				15,027.00												
Grand Total				91,122.00												

Prepared by: *Quaf*
PERLIE A. GUCELA

Noted by: *Q1*
REV RHIZZA L. AURE
Unit Head/Project Leader

Noted By: *Q8*
ALICIA M. FLORES
Head, Budget Office

Date: **08/07/2023**

<> *Funding Sources: General Fund(GF), Trust Fund(TF, Special Trust Fund(STF), IGP, Supplemental or Augmentation
Note: Please make a separate PPMF 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