

☒ Original PMP

☐ Revised (Changed Items, same budget)

☐ Supplemental



Draft

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2025

END-USER/UNIT: Department of Agricultural Education & Extension

CHARGED TO GF-MOOE

Project, Programs and Activities(PPAs):

PPMP #: PPMP-2025-092524-0517

1. Project Turnover Activity
2. Teambuilding
3. Tracer Study and employers feedback
4. Improve LEA passers
5. Packaging of documents for AACUP and ISA assessment
6. Digitalization of Classrooms and Office Files/ Documents
7. Office Maintenance and Provision

Code	General Description	Quantity / Size	Estimated Budget	Mode of Procurement	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	Communication/Courier Services															
	E-load card, Globe	5 piece	1,650.00	Public Bidding									5			
	Sub-Total		1,650.00													
	Construction and Electrical Supplies															
	Bulb, LED, 15W	10 pieces	3,000.00	Public Bidding		10										
	Sub-Total		3,000.00													
	Fuel & Lubricants															
	Diesel Fuel	140 L	9,800.00	Public Bidding		70					70					
	Sub-Total		9,800.00													
	Hardware															
	PVC Reflective Tape, Red, 2" (50m/roll)	5 roll	9,000.00	Public Bidding		5										
	Sub-Total		9,000.00													

Code	General Description	Quantity / Size	Estimated Budget	Mode of Procurement	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	IT Supplies and Equipment															
	Laptop, AMD Ryzen 5 4500U, 14" FHD	1 unit	45,000.00	Public Bidding						1						
	Desktop Computer, Assembled, 12th Gen Core i5, SSD and HDD	1 sets	49,000.00	Public Bidding					1							
	Television, UHD, Smart TV	1 unit	35,000.00	Public Bidding					1							
	HDMI to HDMI cable, 2M	5 piece	1,250.00	Public Bidding					5							
	Ink, Epson 003, Genuine Black 65ml	10 blt	3,500.00	Public Bidding			5							5		
	Ink, EPSON 003, Genuine Cyan 65ml	8 blt	2,800.00	Public Bidding			4							4		
	Ink, EPSON 003, Genuine Magenta 65ml	8 blt	2,800.00	Public Bidding			4							4		
	Ink, EPSON 003, Genuine Yellow 65ml	8 blt	2,800.00	Public Bidding			4							4		
	Sub-Total		142,150.00													
	Office Supplies															
	Paper, Bond, A4, S-24, 80 gsm	45 reams	13,005.00	Public Bidding		10			10			15			10	
	Paper, Bond, Long, S-24, 80 gsm	10 reams	3,280.00	Public Bidding			5					5				
	Paper, Bond, Short, S-24, 80 gsm	15 reams	4,155.00	Public Bidding			5					5		5		
	Fastener, Paper, plastic, 50 sets/box	3 boxes	120.00	Public Bidding								3				
	Index Tab, transparent, self-adhesive, transparent, 5sets/box	3 boxes	270.00	Public Bidding								3				
	Pen, Permanent Marker, black, broad tip	7 pieces	420.00	Public Bidding						7						
	Pen, Permanent Marker, blue, fine tip	7 pieces	420.00	Public Bidding						7						
	Pen, Permanent Marker, red, fine tip	7 pieces	420.00	Public Bidding						7						
	Ink, Refill, for Permanent Marker, Black, 30mL	3 blts	345.00	Public Bidding						3						
	Ink, Refill, for Permanent Marker, Blue, 30mL	3 blts	345.00	Public Bidding						3						
	Ink, Refill, for Permanent Marker, Red, 30mL	3 blts	345.00	Public Bidding						3						
	Paper, Photo, high gloss, A4, 230G, 20 shts/pack	5 pack	1,250.00	Public Bidding										5		
	PVC Plastic Cover 100pcs per Pack A4 size 0.2mm	2 packs	1,500.00	Public Bidding						2						
	Ring Binder, plastic, 25mm, 1" black	8 pieces	320.00	Public Bidding						8						
	Ring Binder, plastic, 38mm, 1-1/2" black	8 pieces	440.00	Public Bidding						8						
	Soap, Toilet, regular size	5 pieces	225.00			5										
	Sharpener, Pencil Heavy Duty good qty	1 pieces	350.00	Public Bidding		1										
	Sticky Note, 3 x 3, Yellow	4 pads	336.00	Public Bidding		4										
	Sticky Note, 2 x 3, Yellow	4 pads	316.00	Public Bidding		4										
	Fabric Conditioner, Antibacterial, Refill, 1.5L, any scent	1 pack	350.00	Public Bidding		1										
	Alcohol, Ethyl, 70% solution, 1 gallon	2 gallons	1,200.00	Public Bidding		2										

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					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	5 tubes	1,100.00	Public Bidding		5										
	Folder, Pressboard, US, Green, Long, Doublefold	30 pcs	1,050.00	Public Bidding							30					
	Folder, File, Long, 14pts, White	100 piece	1,000.00	Public Bidding		100										
	Folder, Ordinary, A4	100 pcs	700.00	Public Bidding		100										
	Envelope, Document, Brown, 150 lbs, Long	30 pc	210.00	Public Bidding		30										
	Envelope, Document, Brown, 150 lbs, Short	30 pc	150.00	Public Bidding		30										
	Paper, Bond, Colored, Long, S-16, 56gsm, Blue	1 reams	315.00	Public Bidding		1										
	Paper, Bond, Colored, Long, S-16, 56gsm, Pink	1 reams	315.00	Public Bidding		1										
	Clip, Double Binder, 3/4" (approx. 19mm) , Black, 12 pcs/box	5 boxes	125.00	Public Bidding		5										
	Clip, Double Binder, 1" (approx. 25mm), Black, 12 pcs/box	3 boxes	75.00	Public Bidding		3										
	Clip, Double Binder, 2" (approx. 51mm) , Black, 12 pcs/box	3 boxes	225.00	Public Bidding		3										
	Pin, Push, hammerhead type, asstd colors 50s/pack	3 boxes	105.00	Public Bidding		3										
	Green Data Filer, Légal, Double	17 pc	3,400.00	Public Bidding		17										
	Tissue, Bathroom, 2 Ply, 12rolls/pack	6 pack	1,224.00	Public Bidding		6										
	Toilet Bowl Cleaner, at least 1 liter	5 btl	1,250.00	Public Bidding		5										
	Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	12 pack	1,920.00	Public Bidding		12										
	Pen, Sign, .5mm, Gel-type, Black	15 piece	525.00	Public Bidding		15										
	Pen, Sign, .5mm, Gel-type, Blue	30 piece	1,050.00	Public Bidding		30										
	Pen, Sign, .5mm, Gel-type, Red	15 piece	525.00	Public Bidding		15										
	Pencil, Lead, #2, w/ eraser	20 pieces	200.00	Public Bidding		20										
	Tape, Double Sided, 1" x 10m	5 rolls	225.00	Public Bidding		5										
	Tape, Double Sided, 3/4" x 10m	5 rolls	130.00	Public Bidding		5										
	Tape, Double Sided, 2" x 10m	5 rolls	600.00	Public Bidding		5										
	Tape, Masking, 1" x 25 yards	5 rolls	240.00	Public Bidding		5										
	Tape, Masking, 2" x 25 yards	5 rolls	475.00	Public Bidding		5										
	Tape, Masking, 3/4" x 25 yards	5 rolls	180.00	Public Bidding		5										
	Tape, Transparent, 24mm x 50m	5 rolls	600.00	Public Bidding		5										
	Tape, Foam, Double Sided, 1" x 5m	5 rolls	500.00	Public Bidding		5										
	Tape, Foam, Double Sided, 1/2" x 5m	5 rolls	260.00	Public Bidding		5										
	Sub-Total		48,086.00													
	Trainings															

Code	General Description	Quantity / Size	Estimated Budget	Mode of Procurement	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	Food for the participants and resource person	30 person	12,000.00	NP - Small Value Procurement	30											
	Sub-Total		12,000.00													
TOTAL BUDGET:			225,686.00													

Note: Technical Specifications for each Item/Project being proposed shall be submitted as part of the PMP

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Date: 09/25/2024
LUCIA M. FLORES