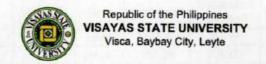
	☑ Original PPMP
	Revised (Changed items, same budget)
1	Supplemental



PPMP-2023-0812-137510

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2024

Unit/Office/Dept/Div: Accounting Office

Project Code: TES - Administrative Cost

Purpose:

For office supplies and maintenance

Total Budget: 70,000.00

Funding: TF

PPMP #: 72-4-785-2024-7-0-1

General Description	Quantity	Unit	Unit Cost	Estimated Budget		Schedule/Milestone of Activities (in quantities)										
General Description					Jan	Feb	Mar	Apr	May	Jun	Jul			-	Nov	Dec
IT Supplies and Equipment .												-				
Ink, Epson, genuine, (BK) T664, 70 ml	15	pieces	350.00	5,250.00							15					
Ink, Epson, genuine (C) T664, 70 ml	5	pieces	350.00	1,750.00							5					
Ink, Epson, genuine (M) T664, 70 ml	5	pieces	350.00	1,750.00							5					
Ink, Epson, genuine, (Y) T664, 70 ml	5	pieces	350.00	1,750.00	975						5					
Computer Printer 3-in-1	2	unit	12,500.00	25,000.00							2				-	
UPS, 1000 VA	1	unit	3,000.00	3,000,00				1								
Sub-Total				38,500.00									_			
Office Furniture & Fixture																
Swivel Chair, high quality	2	unit	8,000.00	16,000.00		2										
Sub-Total				16,000.00												
Office Supplies																
Clip, Double Binder, 2" (approx. 51mm) , Black, 12 pcs/box	5	boxes	70.00	350.00							5					
Clip, Double Binder, 1-5/8" (approx. 41mm), Black, 12 pcs/box	5	boxes	50,00	250.00							5		100			
Envelope, Document, Brown, 150 lbs, Long	30	рс	7.00	210.00		30										
Envelope, Document, Brown, 150 lbs, Short	10	рс	5.00	50.00		10							-			
Folder, File, Long, 14pts, White	200	piece	10.00	2,000.00				200								
Staple Wire, #35	5	boxes	35.00	175.00							5					
Paper, Bond, A4, S-24, 80 gsm	10	reams	289.00	2,890.00				10								
Paper, Bond, Long, S-24, 80 gsm	10	reams	328.00	3,280.00				10								

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
Pen, Sign, .5mm, Gel-type, Blue	10	piece	35.00	350.00		10										
Puncher, Heavy Duty	2	pieces	450.00	900.00		2							WAY/ABOUN		100	
Record Book, Big, 500 pages	3	pcs	115.00	345.00		3										
Tape, Transparent, 24mm x 50m	3	rolls	120.00	360.00				3								
Envelope, Expanding, with garter tie, green, long	30	рс	15.00	450.00				30								
Sub-Total				11,610.00												
Grand Total	_	-		66,110.00									40000			

Prepared by:

VALERIE Y. VERGIS

Noted by:

NICK FREDDY R. BELLO Unit Head/Project Leader Noted By:

NICK FREDDY R. BELLO Head, Accounting Office

Date: 08/12/2023

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

<> *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.