	- onblancing
	Cipplomortal
ms, same budget)	Revised (Changed items, same budge
	✓ Original PPMP





## PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) CY 2024

Unit/Office/Dept/Div: Department of Agricultural Education & Extension

Project Code: EXT STF-10 noted

For Project Use

Purpose:

Total Budget : 50,000.00

PPMP #: 42-1-2401-2024-0-0-2

				Estimated			Sche	edule/N	/lilesto	ne of A	ctivitie	es (in q	Schedule/Milestone of Activities (in quantities)	es)		
General Description	Quantity	Unit	Unit Cost	Budget	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	*	Nov	Dec
Office Supplies								-								1
Paper, Bond, A4, S-20, 70 gsm	11	reams	253.00	2,783.00			=									
Pen, Permanent Marker, black, broad tip	51	pieces	60.00	300.00			5									
Pen, Sign, .5mm, Gel-type, Blue	24	piece	35.00	840.00			24									1
Pencil, Lead, #2, w/ eraser	24	pieces	10.00	240.00			24									1
Paper, Photo, high gloss, A4, 230G, 20 shts/pack	10	pack	250.00	2,500.00			10									1
Clip, Double Binder, 1" (approx. 25mm), Black, 12 pcs/box	2	boxes	25.00	50.00			2									1
Clip, Double Binder, 1-1/4" (approx. 32mm), Black, 12 pcs/box	2	boxes	30.00	60.00			2						_			
Clip, Double Binder, 2" (approx. 51mm) , Black, 12 pcs/box	2	boxes	75.00	150.00			2									1
Clip, Double Binder, 3/4" (approx. 19mm) , Black, 12 pcs/box	2	boxes	25.00	50.00			2									1
Stapler, HD No.35	_	рс	400.00	400.00			_									1
Scissors, 8" heavy duty, good quality	2	pieces	75.00	150.00			2									1
Paper, Manila	15	pcs	6.00	90.00		1	15									1
Folder, File, Long, 14pts, White	15	piece	10.00	150.00			15									
Tape, Packaging, 2" x 100 yards, Clear	5ī	rolls	75.00	375.00			57									
File Organizer (Accordion), Expanding, w/ 13 inside pockets & index tabs, Legal	1	pieces	368.00	368.00			_									1
Pen, Highlighter, yellow	2	pieces	45.00	90.00			2									1
Pen, Highlighter, orange	2	pieces	46.00	92.00			2									

	)	:	:	Estimated			Sch	edule/I	Milesto	ne of /	Activiti	es (in	Schedule/Milestone of Activities (in quantities)	ies)		
General Description	Quantity	Unit	Unit Cost	Budget	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Pen, Highlighter, violet	_	pieces	47.00	47.00			_									
STICKY NOTES 2 X 3 ASSORTED COLORS	2	pad	79.00	158.00			2									
STICKY NOTE 3 X 3 ASSORTED COLORS	2	pad	79.00	158.00			2									
STICKY NOTES 3 X 4 ASSORTED COLORS	2	pad	79.00	158.00			2									
Ink, Refill, for Permanent Marker, Black, 30mL	σ	btls	115.00	575.00			5									
ID Sling, Green Color	50	pc	40.00	2,000.00			50									
Sub-Total				11,784.00												
Transportation		*														
University vehicle/van rental	2	day	5,000.00	10,000.00			_		_				-			
Sub-Total				10,000.00												
Vehicle Supplies																
Diesel fuel	195	liters	84.00	16,380.00		30	15	30	15	15	15	15	15	15	15	15
Sub-Total				16,380.00												
Grand Total				38,164.00												

Prepared by: AIRA M. ORAÑO

Noted by:

ANNA MARTHA C. MONSANTO Unit Head/Project Leader

Noted By:

Head, Budget Office ALICIA M. FLORES & Ilutary & Date: 01/15/2024

<> \*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