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

Purpose: Project Code:

Unit/Office/Dept/Div: Department of Soil Science

DSS 2024 High ed office supplies



PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) CY 2024





Funding: Total Budget: 85,000.00 GF-MOOE

PPMP # 43-5-2046-2024-7-0-0

General Description	Quantity	Ī		Estimated			25	dido/N				:			
Office Equipment			0000	Budget	Jan	Feb	2	A .		9	- IIVIUE	e (in q	lar And Man in Activities (in quantities)	Š	
							+	_	May	2	100	Aug	Sep	Oct	Nov Dec
Air condition, window type, Inverter, 2 HP (Manual), Standard size	-	8	47.000.00	47 000 no		\perp	\perp	\perp	\perp		\mathbb{H}	\rightarrow	+	+	
Sub-Total				. , , , , ,	-			_							
Office Furniture & Fixture				47,000.00						\downarrow	+	1	+	\downarrow	L
Metal filing shelves, open, 4 lavers	,							\downarrow	1	1	+	\downarrow	\downarrow	+	L
Sub Total	^	unit	10,000.00	20,000.00	2		\downarrow	1	1	1	1	ļ	L	L	L
				30 000		\downarrow	L	L	L			_			
Office Supplies				20,000.00						4	4	4	+	+	1
Clip, Double Binder, 1-5/8" (approx. 41mm), Black, 12								4	1	1	+	+	\downarrow	+	L
pcs/box	ω	boxes	50.00	150.00	ω				\perp	1	+	4	+	+	\perp
Clip, Double Binder, 1" (approx. 25mm), Black, 12 pcs/box	4	boxes	20 00	500	ŀ		L		L						
Paper, Manila	200		20.00	00.00	4						4	4	+	+	1
Air Freshener, Spray, at least 280ml I emon/Orange	100	pcs	6.00	1,200.00	200			\downarrow		1	+	1	\downarrow	\vdash	
Scent Scent	N	tubes	220.00	440.00	2		1	\downarrow	\perp	1	+	\downarrow	\downarrow	+	
Folder, File, Long, 14pts, White	8	Diece	1000	1000		L	L								
Paper, Bond, A4, S-24, 80 gsm	5	reams	2000	1,000.00	ē	L	L				\downarrow	4	+	+	
Lever Arch File Folder, Vertical, with Ring Binder & Metal	5		140.00	4,335.00	5		_	\perp	Ц	Ц	Н	\sqcup	4	+	
Fastener, Paper, plastic, 50 sets/box	л			1,100.00	ō								-		
Glue, Multi-Purpose, White, at least 454n (473ml)	, ,	Saxon	38.00	190.00	5				1	1	+	1	ŀ	H	L
Alcohol. Ethyl. 70% solution 1 gallon	. -	btls	495.00	495.00	-		1	1	\perp	\perp	\downarrow	L	L	L	
Tape, Masking, 2" x 25 vards	,	gallons	600.00	600.00	-		1	1	\perp	\perp	\perp	\perp	L	Н	
0,	o	rolls	95.00	570.00	n		1	1	1	L	L	L	L	_	

			-												
General Description	Quantity	Unit	Ilait Cost	Estimated			Scher	M/eli	llector	26		7		-	
Dust Bin (Trash Bin), durable plastic, w/ swing to		9111	Onit Cost	Budget	Jan	Feb	Mar	Apr	May		- I	s (in q	-12	- -	-
approx. 25L capacity	п					+	+	+	+	+	1	Bnv	dec	CCI	Nov Dec
Broom and Distance Cot	U	Sod	300.00	1,500.00	Çī										
Jac Hadishari	7										_				
lissue, Bathroom 2 Ply 13-11-7	ن	set	600.00	3.000.00	ת			1	1	1	+	1	-	-	1
, I, IZIOIIS/pack	3	Pook	30.00		,	L	L	L					_	_	
Index Tab, transparent self-adhesing transparent	-	PACK	204.00	408.00	2		_				-	1	4	+	1
5sets/box	7	•				-	+	+	1	-	-	L		L	
Eraser, whitehoard mornalis a	٥	boxes	90.00	450.00	51										
Don Don Borner, mayner llanner	4	8	00.00	240 00	1	1	\downarrow	+	1	1	\perp	L	-		
reil, reimanent Marker, blue, broad tip	3		20.00	20.00	\$						_				
Pen, Permanent Marker black fine tin	_	pieces	60.00	120.00	2						-		1		
Den Whitehood Marie, black, ille up	2	pieces	60.00	120.00	2	1	+	+	1	+	+	1	+	+	
· Cit, Fillicocald Marker, Dlack	51	Dieces	50 00	250.00	7	+	+	+	+	-	-	L	L		
Sub-Total				-00,00	,					_					
				17,248.00	k				4	1	+	1	+	+	
						1	+	+	+	+	+	+	+	-	L
Grand Total					1	-	-	H	L	L	_				
				84,248.00										-	1
												_			

Prepared by: EMELITA S. PAUSANOS

Noted by:

Unit Head/Project Leader SUZETTE B. LINA

Noted By:

ALICIA M. FLORES (T Head, Budget Office 70)

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 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