

☒ Original PPMP

☐ Revised (Changed items, same budget)

☐ Supplemental



PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2025

Unit/Office/Dept/Div: Internal Audit Service

Project Code: IAS PPMP-2025

Purpose: Office supplies

Total Budget : 60,000.00

Funding : GF-MOOE

PPMP #: 178-5-2129-2025-1-0-0

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	5	btl	350.00	1,750.00						5						
Ink, EPSON 003,Genuine Cyan 65mL	5	btl	350.00	1,750.00						5						
Ink, EPSON 003,Genuine Magenta 65mL	5	btl	350.00	1,750.00						5						
Ink, EPSON 003,Genuine Yellow 65mL	5	btl	350.00	1,750.00						5						
Computer Monitor 24" , IPS, Bezel-less Full HD Monitor	2	set	7,000.00	14,000.00						2						
Sub-Total				21,000.00												
Office Furniture & Fixture																
PVC Vertical Blinds set	1	set	10,000.00	10,000.00						1						
Sub-Total				10,000.00												
Office Supplies																
Paper, Bond, A4, S-24, 80 gsm	10	reams	289.00	2,890.00						10						
Sub-Total				2,890.00												
Grand Total				33,890.00												

Prepared by: 

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Submitted by: 

MARIA TERESA A. CRUZ

Unit Head/Project Leader

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Date: 02/08/2024

*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,

