

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Cleaner, Glass, 500mL, any scent	3	btls	198.00	594.00		3										
Clear Book (Display Book), Refillable, A4/Short, 20 shts, any color	5	pcs	67.00	335.00		5										
Soap, Dishwashing, Liquid, 250mL	10	btls	150.00	1,500.00			5	5								
Disinfectant Spray, 170g	10	can	280.00	2,800.00			5	5								
Dust pan, plastic, stand-up handle, small	1	pc	75.00	75.00		1										
Envelope, Expanding, plastic, A4	10	pc	26.00	260.00			10									
Fastener, Paper, plastic, 50 sets/box	2	boxes	38.00	76.00		2										
Folder, File, Long, 14pts, White	20	piece	10.00	200.00			10	10								
Folder, Pressboard, US, Blue, Long	20	pieces	30.00	600.00			20									
Folder, Pressboard, US, Green, Long	30	pcs	30.00	900.00			20	10								
Mop Handle, plastic	2	pieces	120.00	240.00		2										
Mop Handle, steel	2	pieces	150.00	300.00		2										
Muriatic Acid concentrated scented	2	gal	350.00	700.00		2										
Paper, Bond, A4, S-20, 70 gsm	50	reams	253.00	12,650.00			30	20								
Pen, Sign, .5mm, Gel-type, Blue	24	piece	35.00	840.00				24								
Pen, Sign, .5mm, Gel-type, Red	6	piece	35.00	210.00			6									
Plastic Twine, 1kl/roll	1	rolls	65.00	65.00		1										
Ring Binder, plastic, 84 22mm, 7/8" black	5	pieces	27.00	135.00		5										
Ring Binder, plastic, 84 20mm, 3/4" black	5	pieces	22.00	110.00		5										
Tape, Masking, 1" x 25 yards	6	rolls	48.00	288.00			6									
Toilet Bowl Cleaner, at least 1 gallon	1	gal	370.00	370.00		1										
Sub-Total				40,638.00												
Grand Total				40,638.00												

Prepared by:  **SHIRLEY T. NAYRE**

Noted by:  **ANTONIO P. ABAMO**
Unit Head/Project Leader

Funds Available:  **MYRNA S. PANCITO**
Head, Budget Office

Date: **09/23/2020**

*Funding Sources: General Fund(GF), Trust Fund(TF), Special Trust Fund(STF), IGP, Supplemental or Augmentation
Note: Please make a separate PMP 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