



CY 2021

Purpose: for 2021 NARC office use

Funding : GF - CO

- ☒ Original PPMP
☐ Revised (Changed items, same budget)
☐ Supplemental

[illegible]

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
Folder, File, Long, 14pts, White	24	piece	10.00	240.00	24											
Folder, Pressboard, US, Green, Long	12	pcs	30.00	360.00	6			6								
Paper, Manila	10	pcs	6.00	60.00	10											
Pen, Permanent Marker, black, broad tip	4	pieces	60.00	240.00	4											
Pen, Whiteboard Marker, black	6	pieces	50.00	300.00	3			3								
Sign pen, Fine Tech, 0.3mm. blue	2	pieces	30.00	60.00	2											
Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	12	box	30.00	360.00	6			6								
Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	10	boxes	14.00	140.00	5			5								
Glue, Multi-Purpose, White, at least 130g (118mL)	1	btls	78.00	78.00	1											
Fastener, Paper, plastic, 50 sets/box	6	boxes	38.00	228.00	3			3								
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double)	6	pcs	195.00	1,170.00	6											
Glue Gun, Big (approx. 7x18x 28cm)	1	pcs	355.00	355.00	1											
Glue Stick, Small, for Glue Gun	20	pcs	7.00	140.00	10			10								
Eraser, whiteboard, magnetic flannel	2	pc	60.00	120.00	1			1								
Envelope, Expanding, Plastic, Long	10	pc	30.00	300.00	5			5								
Envelope, Mailing, white, long, 500pcs/box	1	box	395.00	395.00	1											
Envelope, Expanding, plastic, A4	10	pc	26.00	260.00	5			5								
Columnar Pad, 3 columns (8.5 x 14)	3	pcs	44.00	132.00	3											
Notebook, Spiral 60 leaves	2	pcs	23.00	46.00	2											
Sticker Paper, high gloss A4 size, 50 sheets/pack	2	pack	155.00	310.00	2											
Paper, Photo, high gloss, A4, 230G, 20 shts/pack	2	pack	250.00	500.00	2											
Pail, Plastic, 10 li cap.	2	pieces	200.00	400.00	2											
Paper, Bond, Short, S-20, 70 gsm	12	reams	245.00	2,940.00	12											
Paper, Art, glossy, assorted colors, 500shts/ream	2	reams	235.00	470.00	2											
Sub-Total				14,973.00												
Grand Total				28,773.00												

Prepared by:

MA. ZAIDA A. FLORES

Noted by:

FELICIANO G. SINON
Unit Head/Project Leader

Funds Available:

MYRNA S. PANCITO
Head, Budget Office

Date: 09/16/2020