Revised (Changed items, same budget)		Supplemental
	same budget)	Revised (Changed items,





PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) CY 2024

Unit/Office/Dept/Div: Learning & Development and Human Resource Accreditation Office

Project Code: LDHRAO-EPA-2024

LDHRAO Early Procurement for 2024

Purpose:

Total Budget : 34,310.00
Funding : GF-MOOE

PPMP #: 175-5-2395-2024-7-0-0

				Estimated			Sch	edule/	Schedule/Milestone of Activities (in quantities)	one of	Activit	ies (in	quant	ities)		
General Description	Quantity	Unit	Unit Cost	Budget	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
IT Supplies and Equipment																
Ink, Epson 003,Genuine Black 65mL	10	btl	350.00	3,500.00	10											
Ink, EPSON 003,Genuine Cyan 65mL	51	btl	350.00	1,750.00	57											
Ink, EPSON 003,Genuine Magenta 65mL	51	btl	350.00	1,750.00	5											
Ink, EPSON 003,Genuine Yellow 65mL	51	btl	350.00	1,750.00	5											
Sub-Total				8,750.00												
Office Supplies																
Clip, Double Binder, 1" (approx. 25mm), Black, 12 pcs/box	10	boxes	20.00	200.00	10											
Clip, Double Binder, 2" (approx. 51mm) , Black, 12 pcs/box	10	boxes	70.00	700.00	10											
Cutter, Big, Plastic (Ordinary), w/ lock	1	pcs	30.00	30.00	_											
Envelope, Document, Brown, 150 lbs, Long	50	рс	7.00	350.00	50											
Envelope, Document, Brown, 150 lbs, Short	50	рс	5.00	250.00	50											
Envelope, Expanding, with garter tie, golden yellow, short	60	рс	15.00	900.00	60											
Folder, File, Long, 14pts, White	308	piece	10.00	3,080.00	308		-									
Hand Towel, cloth, cotton	5	piece	35.00	175.00	CJ											
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double)	15	pcs	195.00	2,925.00	15							×				
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Single)	15	pcs	200.00	3,000.00	15											
Sticky Flags, Repositionable Indexing Tab, 45x12mm, (20 sheets x 5 colors)/pack	Ŋ	pack	40.00	200.00	σı											

Solution Cost Cos)			Estimated			Sch	edule/	Schedule/Milestone of Activities (in quantities)	ne of A	ctiviti	es (in	quanti	ties)		
50 boxes 38.00 1,900.00 50	General Description	Quantity	Unit	Unit Cost	Budget	Jan	Feb	Mar	Apr	May	Jun	Inf	Aug	Sep	Oct	Nov	Dec
C 5 pack 75.00 375.00 5 50 pcs 6.00 300.00 50 5 pack 155.00 775.00 5 1 boxes 1,415.00 1,415.00 1 1 box of 50's 1,415.00 1,415.00 1 15 reams 289.00 4,335.00 15 2 pieces 45.00 90.00 2 2 pieces 45.00 90.00 1 5 piece 35.00 350.00 1 10 piece 35.00 350.00 1 1 boxes 270.00 270.00 1 2 piece 35.00 350.00 1 1 boxes 270.00 270.00 1 25,560.00 25,560.00 1	Fastener, Paper, plastic, 50 sets/box	50	boxes	38.00	1,900.00	50											
50 pcs 6.00 300.00 50 5 pack 155.00 775.00 5 k 5 packs 46.00 230.00 5 1 box of 1,415.00 1,415.00 1 1 15 reams 289.00 1,415.00 1 5 reams 289.00 4,335.00 15 2 pieces 45.00 90.00 2 1 boxes 300.00 300.00 1 1 boxes 35.00 175.00 5 10 piece 35.00 175.00 5 2 piece 35.00 175.00 5 2 piece 35.00 175.00 5 1 boxes 270.00 1 0 2 piece 35.00 175.00 2 2 piece 35.00 180.00 2 2 piece 270.00 1 2 piece 270.00 1 2 piece	Paper, Photo, matte finish, 146GSM, 10 shts/pack	5	pack	75.00	375.00	5											
5 pack 155.00 775.00 xk 5 packs 46.00 230.00 1 boxes 1,415.00 1,415.00 1 50's 1,415.00 1,415.00 15 reams 289.00 4,335.00 5 reams 328.00 1,640.00 1 boxes 45.00 90.00 5 piece 35.00 175.00 10 piece 35.00 180.00 2 piece 90.00 180.00 1 boxes 270.00 25,560.00	Paper, Vanila	50	pcs	6.00	300.00	50									٠		
k 5 packs 46.00 230.00 1 boxes 1,415.00 1,415.00 1 50's 1,415.00 1,415.00 15 reams 289.00 4,335.00 2 pieces 45.00 90.00 1 boxes 300.00 300.00 5 piece 35.00 175.00 10 piece 35.00 350.00 2 piece 90.00 180.00 1 boxes 270.00 25,560.00	Sticker Paper, high gloss A4 size, 50 sheets/pack	5	pack	155.00	775.00	5											
1 boxes 1,415.00 1,415.00 1,415.00 1,415.00 1,415.00 1,415.00 1,415.00 1,415.00 1,415.00 1,415.00 1,50's 1,415.00 1,415.00 5 reams 328.00 1,640.00 1 boxes 300.00 300.00 1,50.	Paper, Construction, Assorted Colors, 20 shts/pack	5	packs	46.00	230.00	5											
aror Peach 1 box of 50's 1,415.00 1,415.00 15 reams 289.00 4,335.00 5 reams 328.00 1,640.00 2 pieces 45.00 90.00 1 boxes 300.00 300.00 5 piece 35.00 175.00 10 piece 35.00 180.00 2 piece 90.00 180.00 1 boxes 270.00 25,560.00	Paper, Laid 8 x 13 90gsm Ivory		boxes	1,415.00	1,415.00	1											
15 reams 289.00 4,335.00 5 reams 328.00 1,640.00 2 pieces 45.00 90.00 1 boxes 300.00 300.00 5 piece 35.00 175.00 10 piece 35.00 350.00 2 piece 90.00 180.00 1 boxes 270.00 270.00 25,560.00	Paper, L≱id 8 x 13 90gms Conqueror Peach		box of 50's	1,415.00	1,415.00	1										·	
5 reams 328.00 1,640.00 2 pieces 45.00 90.00 1 boxes 300.00 300.00 5 piece 35.00 175.00 10 piece 35.00 350.00 2 piece 90.00 180.00 1 boxes 270.00 25,560.00	Paper, Bond, A4, S-24, 80 gsm	15	reams	289.00	4,335.00	15											
2 pieces 45.00 \$0.00 III boxes 300.00 300.00 IX 5 piece 35.00 175.00 10 piece 35.00 350.00 2 piece 90.00 180.00 1 boxes 270.00 25,560.00	Paper, Bond, Long, S-24, 80 gsm	5	reams	328.00	1,640.00	5											
le 1 boxes 300.00 300.00 kk 5 piece 35.00 175.00 kg 10 piece 35.00 175.00 2 piece 90.00 180.00 1 boxes 270.00 25,560.00	Pen, Highlighter, yellow	2	pieces	45.00	90.00	2											
k 5 piece 35.00 175.00 3 10 piece 35.00 350.00 2 piece 90.00 180.00 1 boxes 270.00 270.00 25,560.00	Pen, Sign, 0.4mm, Gel-type, Blue	1	boxes	300.00	300.00	_											
10 piece 35.00 350.00 2 piece 90.00 180.00 1 boxes 270.00 270.00 25,560.00	Pen, Sign, .5mm, Gel-type, Black	5	piece	35.00	175.00	5											
2 piece 90.00 180.00 1 boxes 270.00 270.00 25,560.00	Pen, Sign, .5mm, Gel-type, Blue	10	piece	35.00	350.00	10								and the same of th			
1 boxes 270.00 270.00 1 25,560.00	Record Book, 200 Pages	2	piece	90.00	180.00	2											
	Rubberband, #18, 350 gms/box	1	boxes	270.00	270.00	_											
	Sub-Total				25,560.00									, m			
		Yes and the second															

Prepared by:

ARIANNE J. CAINTIC

Grand Total

34,310.00

Noted by:

PHONEY SOFIA V. COLIS 8/14 Unit Head/Project Leader

Noted By:

Head, Budget Office Cars 74

Date: 08/14/2023

*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