

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
Swivel Chair, W53 x D58 x H90 – 100cm, • Back Rest: Polypropylene (Pp) Plastic Covered With Mesh Fab	5	pieces	3,500.00	17,500.00				5								
SALA SET BLACK LEATHER WITH CENTER TABLE GLASS	1	set	7,000.00	7,000.00	1											
Sub-Total				56,500.00												
Hardware																
Brush, paint, 1"	4	pieces	5.50	22.00	4											
Gloves, hand, rubberized, large, Ansell	2	pair	60.00	120.00	2											
Sub-Total				142.00												
Office Supplies and Materials																
Folder, Pressboard plain for legal size docu.	30	piece	7.72	231.60			15			15						
Glue sticks medium size	12	pieces	2.00	24.00			6			6						
Glue, Elmer's Glue-All, 946 gms	1	gallon	165.00	165.00							1					
Gluesticks Scotch white cap. 25g	6	tubes	57.00	342.00		6										
Hand Sprayer plastic 1 lit cap	4	pieces	105.00	420.00				4								
Hand Towel, Good Morning	12	pieces	14.95	179.40			12									
Ink, Refill Pentel Pilot black	2	bottles	65.00	130.00		2										
Ink, Stamp pad violet, w/applicator	1	bottles	23.30	23.30										1		
Insect spray, 300ml. Baygon	4	cans	219.36	877.44					2						2	
Soap, Dish washing Liquid Refill Lemon 200ml	6	pack	36.00	216.00		2			2						2	
Lysol Disinfectant spray 340gm	6	cans	171.00	1,026.00		2			2						2	
Notebook, Spiral 50 leaves	6	pieces	6.50	39.00			2			2						2
Numbering machine, 12 digits w/letter TRODAT	2	pieces	487.80	975.60	2											
Marking Pen, bullet tip medium pt, black, Pentel	6	pieces	18.55	111.30	6											
Pen, Pentel Pilot Supermarker black finetip	6	pieces	31.00	186.00	6											
Post-it-Note pad 3 x 3 3M self-stick Pastel color	12	pads	26.50	318.00				6			6					
Puncher, Heavy Duty, Tian Shou	1	pieces	98.00	98.00						1						
Staple Remover twin jaws	6	pieces	6.55	39.30			6									
Scissors, 8" heavy duty, good quality	6	pieces	300.00	1,800.00				6								
Soap, Detergent Powder, 1kg/pack	3	packs	108.00	324.00	1			1						1		
Staple Wire, #35	12	boxes	36.95	443.40			4			4						4
Tape, Masking 1" x 50m, good quality	2	rolls	33.15	66.30							2					
Tape, Transparent 1" x 50m, good quality	12	rolls	15.15	181.80		4			4			4				

[illegible]

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File Organizer expanding w/13 inside pockets & index tabs, legal size asstd color	6	pieces	86.10	516.60									6			
Floor mop,w/mop bucket,microfiber spin rotating 360 ?	2	pc	1,500.00	3,000.00	1									1		
Sub-Total				41,183.19												
Repairs and Maintenance																
Printing Services	1	unit	4,000.00	4,000.00				1								
Sub-Total				4,000.00												
Grand Total				199,653.69												

Prepared by: LORNA B. ABAMO

Noted by: DANIEL C. LOR
Unit Head/Project Leader

Funds Available:

MYRNA S. PANCITO
Head, Budget Office

Date: 07/29/2020

*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