

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

Code	GENERAL DESCRIPTION	Quantity	Size	Estimated Budget	Mode of Procurement	SCHEDULE/MILESTONE OF ACTIVITIES											
						Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
	Ballpen-faber castell-black	12	doz	720.00	shopping	6						6					
	Ballpen-faber castell-blue	12	doz	720.00	shopping	6						6					
	Battery-Everyday (2A)	12	pcs	180.00	shopping	6						6					
	Binder Clips- # 15, # 25, # 51	10	box	1,200.00	shopping	5						5					
	Blank CD - 700 MB	12	pcs	540.00	shopping	6						6					
	Book Paper-long	12	ream	2,040.00	shopping	6						6					
	Book Paper-short	12	ream	1,800.00	shopping	6						6					
	Brown File Folder-long	200	pcs	1,000.00	shopping	100						100					
	Carbon Paper-Red Carpet	2	box	190.00	shopping	1						1					
	Casio Calculator- 12 digits	3	pcs	855.00	shopping	1						2					
	Columnar Notebook- 10 columns	6	pads	144.00	shopping	3						3					
	Computer Cartridge-Epson (LQ 310)	3	pcs	450.00	shopping	3											
	Computer Ink-Epson 664 (black)	6	bot	2,100.00	shopping	3						3					
	Computer Ink-Epson 664 (cyan)	3	bot	1,050.00	shopping	3											
	Computer Ink-Epson 664 (magenta)	3	bot	1,050.00	shopping	3											
	Computer Ink-Epson 664 (yellow)	3	bot	1,050.00	shopping	3											
	Computer Ribbon - Refill Epson (LQ310)	3	pcs	255.00	shopping	3											
	Correction Pen-Rolling Ball	6	pcs	900.00	shopping	6											
	Emergency Light-Omni	1	pc	700.00	shopping	1											
	Flash Drive-8GB	3	pcs	1,155.00	shopping	1						2					
	Glue Pen-50ml	6	pcs	168.00	shopping	3						3					
	Intermediate Pad	3	pads	72.00	shopping	3											
	Keyboard-(genius)	2	pcs	770.00	shopping	2											
	Marker-Stabilo boss	3	set	720.00	shopping	3											
	Masking Tape-12"	3	roll	105.00	shopping	3											
	Mechanical pencil-staedler (0.5)	3	pcs	510.00	shopping	3											
	Mouse-(genius)	2	pcs	570.00	shopping	1						1					
	Paper Clips-color coated No. 22	6	box	1,020.00	shopping	3						3					
	Paper Fastener-plastic coated	6	box	1,020.00	shopping	3						3					
	Pencil Lead - staedler (0.5)	3	pcs	855.00	shopping	3											
	Pencil Sharpener	2	pcs	90.00	shopping	1						1					
	Pencil-Mongol #2	6	box	270.00	shopping	2			2			2					
	Pentelpen Ink	3	box	360.00	shopping	3											
	Pentelpen-pilot (fine) black	3	box	360.00	shopping	3											
	Plastic Ruler- 24"	3	pcs	36.00	shopping	3											
	Printer-Epson L210	1	pc	3,500.00	shopping	1											
	Record Book-300 pages	3	pcs	285.00	shopping	3											
	Rimbursement Expense Receipt (RER)	5	pads	100.00	shopping	5											
	Rubber Eraser-Staedler (big)	3	pcs	15.00	shopping	3											
	Scissor (big)- HBW	3	pcs	450.00	shopping	1			1			1					
	Scotch Tape-12"	6	roll	144.00	shopping	2			2			2					
	Shoe Lace - 1m (round)	50	pcs	750.00	shopping	50											
	Signpen-My Gel (0.3) black	12	pcs	1,440.00	shopping	3			3			3				3	
	Stamp pad ink	1	pc	85.00	shopping	1											
	Staple Wire - Max # 35	3	pcs	255.00	shopping	3											
	Stapler-max #35	3	box	1,050.00	shopping	2						1					
	Uninterrupted Power Supply (UPS)	2	pcs	8,000.00	shopping	2											
	Yellow Pad	3	pads	60.00	shopping	3											
	Laptop	1	unit	40,000.00	bidding												1

TOTAL BUDGET: **81,159.00**

Note: Technical Specification for each item/project being proposed shall be submitted as part of the PPMP.

Prepared By:

Reviewed/Checked By:

Approved By:

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