

Address

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

END-USER/UNIT: Name

Code	General Description	Quantity/Size		Estimated Budget		Schedule/Milestone of Activities												
				Unit Cost	Total Cost	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
12191601-AL-E01	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	24	bots	51.04	1,224.96	2	2	2	2	2	2	2	2	2	2	2	2	
44101807-CA-C01	CALCULATOR, COMPACT, electronic, 12 digits cap	4	units	144.3	577.20		4											
44121801-CT-R01	CORRECTION TAPE, ROLLER type, film based, usable length:6m min	24	pieces	18.74	449.76	2	2	2	2	2	2	2	2	2	2	2	2	
44111515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	60	BUNDLE	74.48	4,468.80	5	5	5	5	5	5	5	5	5	5	5	5	
44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	4	BOXES	552.95	2,211.80	1			1			1				1		
44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD,for legal size doc	10	BOXES	685.37	6,853.70	2			3			2				3		
43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	4	UNITS	3,235.65	12,942.60	1			1			1				1		
44122118-FA-P01	FASTENER, METAL, 70mm between prongs	20	BOXES	60.93	1,218.60	5			5			5				5		
43202010-FD-U01	FLASH DRIVE, 16 GB capacity	4	PIECES	268.62	1,074.48	1			1			1				1		
44122027-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	4	BOXES	796.98	3,187.92	1			1			1				1		
44122011-FO-T01	FOLDER, TAGBOARD, A4	4	PACKS	191.34	765.36	1			1			1				1		
44122011-FO-T02	FOLDER, TAGBOARD, LEGAL	4	PACKS	213.85	855.40	1			1			1				1		
31201610-GL-J01	GLUE, all purpose, gross weight: 200 grams min	8	JARS	47.15	377.20	2			2			2				2		
44122104-PC-J02	PAPER CLIP, vinyl/plastic coat, length: 50mm min	8	PADS	14.41	115.28	2			2			2				2		
14111507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm (A4)	12	REAMS	131.38	1,576.56	1	1	1	1	1	1	1	1	1	1	1	1	1
14111507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm (LEGAL)	12	REAMS	150.6	1,807.20	1	1	1	1	1	1	1	1	1	1	1	1	1
14111507-PP-C01	PAPER, Multi-Purpose (COPY), 70 gsm, size: 210mm x 297mm (A4) (Total Quantity for PPC, PG Bond and WW)	400	reams	111.17	44,468.00	15	35	35	35	35	35	35	35	35	35	35	35	35
14111507-PP-C02	PAPER, Multi-Purpose (COPY), 70 gsm., size: 216mm x 330mm (LEGAL) (Total Quantity for PPC, PG Bond and WW)	80	reams	126.32	10,105.60	20			20			20				20		
44101602-PU-P01	PUNCHER, paper, heavy duty, with two hole guide	4	PIECE	121.97	487.88	4												
14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	12	BOOK	64.38	772.56	3			3			3				3		
60121524-SP-G01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip,	48	PIECE	36.94	1,773.12	4	4	4	4	4	4	4	4	4	4	4	4	4
60121524-SP-G02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip,	48	PIECE	36.94	1,773.12	4	4	4	4	4	4	4	4	4	4	4	4	4
31151804-SW-S01	STAPLE WIRE, STANDARD, (26/6), In a box (5,000 wires/box)	12	BOX	20.19	242.28	1	1	1	1	1	1	1	1	1	1	1	1	1
44121615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	6	BOX	87.69	526.14	3					3							
31201503-TA-M01	TAPE, MASKING, width: 24mm (±1mm)	4	ROLL	58.83	235.32	1			1			1				1		
31201503-TA-M02	TAPE, MASKING, width: 48mm (±1mm)	4	ROLL	112.11	448.44	1			1			1				1		
31201512-TA-T01	TAPE, TRANSPARENT, width: 24mm (±1mm)	4	ROLL	11.66	46.64	1			1			1				1		
14111704-TT-P01	TOILET TISSUE PAPER, 2-plys sheets, 150 pulls	12	PACK	72.15	865.80	1	1	1	1	1	1	1	1	1	1	1	1	1
47121701-TB-P02	TRASHBAG, plastic, gusseted type, black,	12	PACK	149.3	1,791.60	1	1	1	1	1	1	1	1	1	1	1	1	1
44103105-EP-B17	INK CART, EPSON C13T664100 (T6641), Black	12	CART	271.95	3,263.40	1	1	1	1	1	1	1	1	1	1	1	1	1
44103105-EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	4	CART	271.95	1,087.80	1			1			1				1		
44103105-EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	4	CART	271.95	1,087.80	1			1			1				1		

44103105-EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	4	CART	271.95	1,087.80	1			1			1			1			1		
44103103-HP-B13	TONER CART, HP CB436A, Black	12	CART	3435.45	41,225.40	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
44103103-HP-B22	TONER CART, HP CE285A (HP85A) Black	12	CART	3088.02	37,056.24	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	Copy Printer Ink, Farbe/Tinta/Inchiostro, Black/Schwarz/Noir/Negro/Nero, 5x500ml/17.8oz , DX 2430	12	CART	1300	15,600.00	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	Pencil	12	boxes	100	1,200.00	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	Marking Pen, Black	20	pieces	35	700.00	2			6			6			6			6		
	Marking Pen, Blue	20	pieces	35	700.00	2			6			6			6			6		
	Marking Pen, Red	20	pieces	35	700.00	2			6			6			6			6		
	Ball Pen, Black	96	pieces	10	960.00	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8
	Ball Pen, Blue	96	pieces	10	960.00	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8
	Ball Pen, Red	48	pieces	10	480.00	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4
	Filling Box	72	pieces	150	10,800.00	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6
	Bag Document	4	pieces	300	1,200.00	4														
	Computer Printer, Brother DCP- T700W	4	units	17000	68,000.00	4														
	Executive Chair	1	units	7000	7,000.00	1														
	Computer Table	1	units	8500	8,500.00	1														
	Sharpener	2	pieces	250	500.00	2														
	Key Board	1	piece	500	500.00	1														
	Computer Mouse	2	pieces	250	500.00	2														
	Post-it pad, 2" x 3"	24	pads	20	480.00	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
	Foot Rule	6	pieces	15	90.00	6														
	Manila Paper	75	pieces	5	375.00			25			25			25						
	Total				307,296.76															

NOTE: Technical Specifications for each Item/Project being proposed shall be submitted as part of the PPMP

Prepared By:

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