



SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE (STII)

DOST Complex, Gen. Santos Ave., Bicutan Taguig City

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) CY 2021

END-USER/OFFICE: Accelerating DOST-PCAARRD Network of eLibraries (KNeL) Project

DATE PREPARED: 12 January 2021

REVISION: 02

Date Revised: 16 September 2021

| CODE | GENERAL DESCRIPTION | QUANTITY / SIZE | ESTIMATED UNIT COST | MODE OF PROCUREMENT | SCHEDULE/MILESTONE OF ACTIVITIES | | | | | | | | | | | | TOTAL AMOUNT | |
|--|--|-----------------|---------------------|--------------------------|----------------------------------|-----|-----|-----|-----|------|------|-----|------|-----|-----|-----|--------------|----------|
| | | | | | JAN | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | | |
| I. COMMON OFFICE SUPPLIES AVAILABLE AT PS-STORE | | | | | | | | | | | | | | | | | | |
| | CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm) | 7 box | 35.00 | Nego. Procurement (53.5) | | | | | | | | | | 2 | | | | 245.00 |
| | CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm) | 5 box | 50.00 | Nego. Procurement (53.5) | | | | | | | | | | 5 | | | | 250.00 |
| | CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm) | 5 box | 75.00 | Nego. Procurement (53.5) | | | | | | | | | | 5 | | | | 375.00 |
| | PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm | 15 ream | 240.00 | Nego. Procurement (53.5) | | | | | | | | | | 15 | | | | 3,600.00 |
| | SIGN HERE Flag | 9 pack | 190.00 | Nego. Procurement (53.5) | | | | | | | | | | 9 | | | | 1,710.00 |
| | Pair Scissor (big) | 2 pieces | 150.00 | Nego. Procurement (53.5) | | | | | | | | | | 2 | | | | 300.00 |
| | EPSON L3110, Black | 15 piece | 380.00 | SHOPPING/NEGOTIATED | | | | | | | | | | 10 | | | | 5,700.00 |
| | EPSON L3110 cyan | 15 piece | 380.00 | SHOPPING/NEGOTIATED | | | | | | | | | | 10 | | | | 5,700.00 |
| | EPSON L3110, magenta | 15 piece | 380.00 | SHOPPING/NEGOTIATED | | | | | | | | | | 10 | | | | 5,700.00 |
| | EPSON L3110, yellow | 15 piece | 380.00 | SHOPPING/NEGOTIATED | | | | | | | | | | 10 | | | | 5,700.00 |
| | Heavy duty stapler with staple remover | 2 piece | 250.00 | SHOPPING/NEGOTIATED | | | | | | | | | | 2 | | | | 500.00 |
| | Tabbings | 10 pieces | 50.00 | SHOPPING/NEGOTIATED | | | | | | | | | | 10 | | | | 500.00 |
| | Brother dcp-1710w, black | 2 piece | 480.00 | SHOPPING/NEGOTIATED | | | | | | | | | | 2 | | | | 960.00 |
| | Brother dcp-1710w, Cyan | 2 piece | 480.00 | SHOPPING/NEGOTIATED | | | | | | | | | | 2 | | | | 960.00 |
| | Brother dcp-1710w, magenta | 2 piece | 480.00 | SHOPPING/NEGOTIATED | | | | | | | | | | 2 | | | | 960.00 |
| | Brother dcp-1710w, yellow | 2 piece | 480.00 | SHOPPING/NEGOTIATED | | | | | | | | | | 2 | | | | 960.00 |
| | EPSON 664 black | 4 pieces | 380.00 | SHOPPING/NEGOTIATED | | | | | | | | | | 4 | | | | 1,520.00 |
| | EPSON 664 Cyan | 4 pieces | 380.00 | SHOPPING/NEGOTIATED | | | | | | | | | | 4 | | | | 1,520.00 |
| | EPSON 644 Yellow | 4 pieces | 380.00 | SHOPPING/NEGOTIATED | | | | | | | | | | 4 | | | | 1,520.00 |
| | Data File box | 5 pieces | 85.00 | SHOPPING/NEGOTIATED | | | | | | | | | | 5 | | | | 425.00 |
| | File Folder Green | 10 pieces | 80.00 | SHOPPING/NEGOTIATED | | | | | | | | | | 10 | | | | 800.00 |
| | File Folder Red | 10 pieces | 80.00 | SHOPPING/NEGOTIATED | | | | | | | | | | 10 | | | | 800.00 |
| | HP Laserjet Q2612AC | 2 pieces | 4,200.00 | SHOPPING/NEGOTIATED | | | | | | | | | | 2 | | | | 8,400.00 |
| | HP CE285A, black | 2 pieces | 4,200.00 | SHOPPING/NEGOTIATED | | | | | | | | | | 2 | | | | 8,400.00 |
| | HP CF217A, black | 2 pieces | 4,200.00 | SHOPPING/NEGOTIATED | | | | | | | | | | 2 | | | | 8,400.00 |

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| | | | | | JAN | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | | |
| | High strength polyester film color, PIC Transparency Film A4; board paper A4 size; 50pcs/box | 1 box | 380.00 | SHOPPING/NEGOTIATED | | | | | | | | | | | 1 | | | 380.00 |
| | External Hard Drive 1TB HDD Portable Hard Drive for PC and laptop | 3 pieces | 4,000.00 | SHOPPING/NEGOTIATED | | | | | | 3 | | | | | | | | 12,000.00 |
| | Mobile Pedestal, 3 drawers with lock and key | 2 pieces | 6,000.00 | SHOPPING/NEGOTIATED | | | | | | 2 | | | | | | | | 12,000.00 |
| | Heavy duty 3-in-1 (Print, Scan, Photocopy) colored printer, ink tank printer | 2 Units | 7,500.00 | SHOPPING/NEGOTIATED | | | | | | 2 | | | | | | | | 15,000.00 |
| | USB Drive 1TB, Thumb Drive: High Speed USB Drive, Portable Large Storage USB Memory Stick, Water Proof Durable Jump Drive with Key Chain | 4 pieces | 3,000.00 | SHOPPING/NEGOTIATED | | | | | | 4 | | | | | | | | 12,000.00 |
| | Full HD Webcam Camera with microphone for desktop computer | 2 pieces | 1,800.00 | SHOPPING/NEGOTIATED | | | | | | 2 | | | | | | | | 3,600.00 |
| | Heavy duty powerbank for cellphone, V2S PB 30 powerbank, Three input dual output 30000mAh High Capacity power bank truck batteries heavy duty | 2 unit | 4,500.00 | SHOPPING/NEGOTIATED | | | | | | | | | | | 2 | | | 9,000.00 |
| | Computer UPS:BYX 900VA, 230V (AVR), Universal Socket (BYX900LI-MS) | 3 units | 5,000.00 | SHOPPING/NEGOTIATED | | | | | | | | | | | 3 | | | 15,000.00 |
| | Sub Total | | | | | | | | | | | | | | | | | 144,885.00 |
| | II. OTHER OFFICE SUPPLIES, OTHER SUPPLIES AND MATERIALS, SEMI EXPENDABLE MACHINERY AND EQUIPME | | | | | | | | | | | | | | | | | |
| | Tokens for the promotion and marketing of SLIMS, (the main deliverable of AKNel. project) | 1 lot | 60,000.00 | SHOPPING/NEGOTIATED | | | | | | | | | | | 1 | | | 60,000.00 |
| | Sub Total | | | | | | | | | | | | | | | | | 60,000.00 |
| | III. COMMUNICATION EXPENSES | | | | | | | | | | | | | | | | | |
| | Telephone - Mobile | 1 lot | 24,000.00 | | | | | | | | | | | | | | | 24,000.00 |
| | Postage and Courier Services | 1 lot | 6,200.00 | | | | | | | | | | | | | | | 6,200.00 |
| | Sub Total | | | | | | | | | | | | | | | | | 30,200.00 |
| | IV. PRINTING AND BINDING EXPENSES | | | | | | | | | | | | | | | | | |
| | | 1 lot | 60,000.00 | | | | | | | | | | | | | | | 60,000.00 |

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| | V. REPRESENTATION EXPENSES | 1 lot | 14,000.00 | | | | | | | | | | | | | | | 14,000.00 |
| | VI. OTHER PROFESSIONAL SERVICES (Notarial F | 1 lot | 425,799.60 | | | | | | | | | | | | | | | 425,799.60 |
| | VII. OTHER MAINTENANCE AND OPERATING EXPENSES | | | | | | | | | | | | | | | | | |
| | Other Maintenance and Operating Expenses (Adobe Suit) | 1 lot | 17,800.00 | | | | | | | | | | | | | | | 17,800.00 |
| | Total MOOE | | | | | | | | | | | | | | | | | 752,684.60 |
| | VIII. EQUIPMENT OUTLAY | | | | | | | | | | | | | | | | | |
| | Complete set Computer units with UPS | 2 units | 75,000.00 | SHOPPING/NEGOTIATED | | | | | | | | | | | | | | 150,000.00 |
| | 2 MS Office 365 software | 2 units | 22,500.00 | SHOPPING/NEGOTIATED | | | | | | | | | | | | 2 | | 45,000.00 |
| | Heavy duty book scanner | 1 unit | 1,000,000.00 | SHOPPING/NEGOTIATED | | | | | | | | | | | | | | 1,000,000.00 |
| | Complete set of Laptop | 2 units | 75,000.00 | SHOPPING/NEGOTIATED | | | | | | | | | | | | | | 150,000.00 |
| | Total Equipment Outlay | | | | | | | | | | | | | | | | | 1,345,000.00 |
| | | | | | | | | | | | | | | | | | | 2,097,684.60 |

PREPARED BY:

ngangay
NELLY A. NGANGAY
 SRS II

RECOMMENDING APPROVAL BY:

Alan C. Taule
ALAN C. TAULE
 Chief, IRAD and Project Leader

APPROVED BY:

Richard P. Burgos
RICHARD P. BURGOS
 Director

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