P	**POSTAGE AND COURIER SERVICES**																
	Postage and courier services	1 lot	10,000.00							1							**10,000.00**
Q	**REPAIR & MAINTENANCE**																
R	**MEDICAL AND DENTAL**																
S	**RENTAL/ LEASE**	2 lot	425,000.00														**425,000.00**
	Rentals (Stage, Lights and Sounds, etc)									1							
	Van Rentals					1											
T	**INFRASTRUCTURE/CIVIL WORKS**																
U	**PRINTING AND BINDING EXPENSES**	2	50,000.00														**50,000.00**
	Printing & publication expenses (Commemorative Magazine) Printing of exhibit materials (Pop-ups, tarpaulins, etc.)								1								
	Printing of exhibit materials (Pop-ups, tarpaulins, etc.)							1									
V	**TRANSPORTATION AND DELIVERY EXPENSES**	1 lot				1											**140,000.00**
	TOTAL																**2,699,997.00**

TOTAL BUDGET:	

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

Prepared By:

JIL DANIELLE M. CARO
Information Officer II

Approved By:

NORI... B. VILLAR
Chief, CRPD

	ELECTRICAL EQUIPMENT & COMPONENT & SUPPLIES																
	OTHER CATEGORIES																
	TOTAL																48,997.00
C	SURVEYING EQUIPMENT/ACCESSORIES & SUPPLIES																
D	OFFICE EQUIPMENT MAINTENANCE																
E	OIL, LUBRICANTS, SPARE PARTS, ETC.																
							1										
F	CUSTOMIZED ITEMS & TOKENS	1 lot	300,000.00														300,000.00
	Supplies and materials - token prize for digital poster making contest																
	Customized shirts (collar)																-
	Customized shirts (round neck)																
	Customized face masks																
																	-
H	COMMUNICATION EXPENSES																
	Telephone expenses	lot/mo.	5,400.00			1	1	1	1	1							27,000.00
I	ADVERTISING EXPENSES																
	Advertisement on radio/print	2	125,000.00						2								250,000.00
	Advertisement on TV	1	500,000.00							1							500,000.00
																	750,000.00
K	PROFESSIONAL SERVICES	5	801,000.00														801,000.00
	Professional services (Creative Writers and Graphic/Layout Artist)									1							
	Professional services (Performance - Commemorative Magazine Launch)							1		1							
	Professional Services (AVPs - National Anthem and DOST Hymn)								1								
	Legal Services (for MOAs of Exhibits, Commemorative Magazine, etc.)						1										
N	TRAINING/SEMINARS																
O	TRAVEL EXPENSES																
	Representation expenses	1 lot	150,000.00														150,000.00

	EXTERNAL HARD DRIVE, 1 TB	2	2598	Negotiated Procurement - small value procurement - shopping			2										5,196.00
	FLASH DRIVE, 16 GB	4	167.00	Negotiated Procurement - small value procurement - shopping			4										668.00
	SD card 32Gb Class 10	2	500.00	Negotiated Procurement - small value procurement - shopping			2										1,000.00
	Compact Flash Memory Card (32 Gb)	1	2,000.00	Negotiated Procurement - small value procurement - shopping			1										2,000.00
	Laptop Computer Floor Tripod Multi-Function Adjustable Telescopic Floor Storage Projector Bracket Height: 51-115CM	1	5,000.00	Negotiated Procurement - small value procurement - shopping			1										5,000.00
	Sandisk Extreme Pro SD Card 128GB UHS-I SDXC Class 10, 170mb/s Read Speed V30 | Model - SDSDXXY-128G | JG Superstore	1	2,000.00	Negotiated Procurement - small value procurement - shopping			1										2,000.00
	200cmx200cm or 6ft x 6ft Backdrops Stand Photography Studio Heavy Duty Background Stand Kit with background cloth	1	4,000.00	Negotiated Procurement - small value procurement - shopping			1										4,000.00
	CONSUMABLES																
	OFFICE EQUIPMENT AND ACCESSORIES																
	INK CART, EPSON C13T664100 (T6641), Black	5	255.00	Negotiated Procurement - small value procurement - shopping			5										1,275.00
	INK CART, EPSON C13T664200 (T6642), Cyan	5	255.00	Negotiated Procurement - small value procurement - shopping			3										1,275.00
	INK CART, EPSON C13T664300 (T6643), Magenta	5	255.00	Negotiated Procurement - small value procurement - shopping			3										1,275.00
	INK CART, EPSON C13T664400 (T6644), Yellow	5	255.00	Negotiated Procurement - small value procurement - shopping			5										1,275.00
	AUDIO AND VISUAL PRESENTATION AND COMPOSING EQUIPMENT																
	PHOTOGRAPHIC OR FILMING OR VIDEO EQUIPMENT																
	CLEANING EQUIPMENT AND SUPPLIES																
	FURNITURE AND FIXTURES AND ACCESSORIES																

DOST-SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE
DOST Complex, Ge. Santos Ave., Bicutan, Taguig City

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) F.Y. 2021

END-USER/UNIT : _____
Charged to RIZAL PROJECT
Projects, Programs and Activities (PAPs)

CODE	GENERAL DESCRIPTION	QUANTITY/ SIZE	ESTIMATED UNIT COST	Mode of Procurement	SCHEDULE/MILESTONE OF ACTIVITIES												TOTAL BUDGET
					Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	
B+11:22B9	OTHER ITEMS NOT AVALABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																
	COMMON ELECTRICAL SUPPLIES																
	COMMON OFFICE EQUIPMENT																
	COMMON OFFICE SUPPLIES																
	SIGN PEN, blue	10	30.00	Small value procurement / shopping			10										300.00
	PENCIL, lead, with eraser	10	30.00	Small value procurement / shopping			10										300.00
	PAPER, Multi-Purpose, A4, 70 gsm	20	200.00	Small value procurement / shopping			30	20									4,000.00
	PAPER, Multi-purpose, Legal, 70gsm	10	250.00	Small value procurement / shopping			20										2,500.00
	Max Stapler HD-50R with remover	5	120.00	Small value procurement / shopping			5										600.00
	STAPLE WIRE, heavy duty, binder type, 23/13	40	20.00	Small value procurement / shopping			35										800.00
	MARKER, permanent, black, bullet type	10	10.00	Small value procurement / shopping			10										100.00
	SCISSORS, symmetrical	5	60.00	Small value procurement / shopping			3										300.00
	RUBBER BAND, No. 18	10	100.05	Small value procurement / shopping			10										1,000.50
	TAPE, MASKING, 48mm	5	106.60	Small value procurement / shopping			5										533.00
	MULTI-FUNCTIONAL DIGITAL BAG, CAMERA BACK PACK	1	1,600.00	Small value procurement / shopping		1											1,600.00
	Multi Functional Printer ink tank type wireless with scanner	1	10,000.00	Small value procurement / shopping			1										10,000.00
	COMMON OFFICE DEVICES																
	COMMON JANITORIAL SUPPLIES																
	COMMON COMPUTER SUPPLIES																