

BATAC WATER DISTRICT
Batac City, Ilocos Norte

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2015

END-USER/UNIT: FINANCE AND ADMINISTRATIVE SECTION

CODE	GENERAL DESCRIPTION	Quantity/ Size	ESTIMATED Unit Cost	ESTIMATED BUDGET	SCHEDULE/MILESTONE OF ACTIVITIES												Remarks
					Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	
	OFFICE SUPPLIES																
	FLASH DRIVE, 4GB, USB 2.0, plug and play	1	299.38	299.38	1												
	ALCOHOL, 70%, ethyl	3	38.64	115.92	1							1			1		
	100s/box	2	373.10	746.20	1							1					
	COLUMNAR PAD, 16 cols, 50 gsm min.	1	46.90	46.90				1									
	ERASER, rubber	2	4.80	9.60	1							1					
	GLUE, all purpose, 300 grams min.	1	38.37	38.37	1												
	INDEX CARD, 5" x 8",ruled both side, 500s/pack	1	102.34	102.34								1					
	LEAD, for mechanical pencil,0.5mm, 12 pcs/tube	3	11.73	35.19	1					1					1		
	MARKER, permanent, black	7	13.84	96.88	2				1			2			2		
	NOTE PAD, (3"x3"), 100 sheets/pad	3	37.31	111.93	1					1					1		
	PAPER, thermal, 216mmx30M, 1/2" core	3	38.38	115.14	1				1						1		
	PAPER CLIP, gem type,jumbo, 48mm, 100s/box	7	15.99	111.93	2				1			2			2		
	PAPER CLIP, gem type, 32mm, 100s/box	7	9.06	63.42	2				1			2			2		
	RECORD BOOK, 300 pages, smyth sewn	1	51.70	51.70	1												
	RIBBON, nylon, manual typewriter	5	16.21	81.05	1	1						1	1		1		
	RULER, plastic, 300mm	2	3.73	7.46					1						1		
	SIGN PEN, black	4	42.52	170.08	1				1			1			1		
	SIGN PEN, red	3	42.52	127.56	1				1			1					
	STAMP PAD INK, violet, 50mL	1	27.72	27.72								1					
	STAMP PAD, felt pad, min 60mm x 100mm	1	25.58	25.58											1		
	STAPLE WIRE, standard, #35	2	26.63	53.26	1										1		
	TAPE, masking, 48mm, 50 meters length	2	85.92	171.84					1				1				
	TAPE, transparent, 24mm, 50 meters	2	11.14	22.28	1										1		
	CUTTER, heavy duty	1	27.72	27.72	1												
	SCISSORS, (6")	1	19.19	19.19	1												
	SHARPENER, single cutterhead	2	151.03	302.06	1							1					
	BATHROOM SOAP, 70gms.	3	14.92	44.76					1			1			1		
	BROOM, soft (tambo)	2	122.59	245.18					1						1		
	BROOM, STICK (tingting)	2	20.25	40.50					1						1		
	DETERGENT POWDER, all purpose, 500gms.	5	17.59	87.95					1		1		1	1		1	
	DUST PAN, non-rigid plastic, with detachable handle	1	26.65	26.65					1								
	FLOOR WAX, paste, natural, 2kgs.	1	314.47	314.47					1								

INSECTICIDE, 600mL (420g) /can	8	119.39	955.12	3				3				2			
MOPHANDLE, screw type, wooden handle	1	85.28	85.28				1								
MOPHEAD, 100% rayon, 400g	2	73.55	147.10				1					1			
RAG, COTTON, (7") in diameter	1	44.77	44.77				1								
SCOURING PAD, economy size	1	135.26	135.26				1								
PAPER, bond, Premium Grade	10	122.20	1,222.00	2	1		2	1		1	1		2		
CALCULATOR, compact, electronic, LCD, desktop display, 12 digits, two-way power source	1	165.11	165.11	1											
Mongol Pencil	2	72.00	144.00	1						1					
Sign pen refill (Pilot G-2 retractable)	8	45.00	360.00	2			2			2			2		
Sign pen (Pilot green)	2	55.00	110.00	1									1		
Ballpen (Black)	5	60.00	300.00	1			1		1			1		1	
Paper fastener (plastic)	2	40.00	80.00	1						1					
Correction tape, big	8	45.00	360.00	2			2			2			1		1
Correction Pen	4	95.00	380.00		1			1			1			1	
Stapler, small (#10)	1	70.00	70.00				1								
Staple wire #10	4	96.00	384.00		1			1			1			1	
Rubber band (small)	4	30.00	120.00		1			1			1			1	
Paper clamp (large, black)	10	13.00	130.00	2			3			3			2		
Toilet tissue	28	15.00	420.00	4	3		4	3		4	3		4	3	
Dishwashing liquid	4	250.00	1,000.00	1	1			1			1				
Toilet bowl cleaner	4	250.00	1,000.00	1	1			1			1				
Copy paper substance 20 medium	7	160.00	1,120.00	1	1		1	1			1		1		1
Coupon bond substance 16 long	2	165.00	330.00	1						1					
Coupon bond substance 16 medium	1	130.00	130.00	1											
Ordinary Folder long	6	60.00	360.00	1		1	1			1	1				1
Ordinary Folder medium	6	48.00	288.00	1			1		1	1			1	1	
Sliding folder long	1	120.00	120.00	1											
Brown envelope long	4	36.00	144.00	1			1		1				1		
Brown envelope medium	3	24.00	72.00	1				1			1				
Worksheet (2-6 columns)	1	30.00	30.00	1											
Worksheet (8 columns)	1	45.00	45.00				1								
Columnar Book (3-14 columns)	5	30.00	150.00				1	1			1	1		1	
Columnar Book (16-24 columns)	5	55.00	275.00				1	1			1	1		1	
Yellow pad	3	20.00	60.00	1				1				1			
Daily Time Record CS Form #48	3	25.00	75.00	1				1					1		
Notebook (small)	3	15.00	45.00				1				1		1		
Computer Ink for Epson L210 printer (Black & Colored)	7	310.00	2,170.00				2		1	1		1	1		1
Chemical descaler	4	6,800.00	27,200.00		1			1			1			1	
Check Booklets	6	350.00	2,100.00							6					
Stationery with letterhead	1	2,500.00	2,500.00										1		
Publications - Aquarius Magazine	12	125.00	1,500.00	1	1	1	1	1	1	1	1	1	1	1	1
Rainboots and Raincoat	6	800.00	4,800.00							6					
Working Gloves	16	100.00	1,600.00	2	1	2	1	2	1	2	1	1	1	1	1

STAMP PAD INK, violet, 50mL	2	27.72	55.44	1										1		
STAMP PAD, felt pad, min 60mm x 100mm	1	25.58	25.58				1									
STAPLE WIRE, standard, #35	1	26.63	26.63							1						
TAPE, masking, 48mm, 50 meters length	6	85.92	515.52	1	1			1		1				1	1	
TAPE, transparent, 24mm, 50 meters	3	11.14	33.42				1	1		1						
CUTTER, heavy duty	2	27.72	55.44					1		1						
PUNCHER, heavy duty	1	117.26	117.26					1								
SCISSORS, (6")	1	19.19	19.19					1								
BATHROOM SOAP, 70gms.	3	14.92	44.76					1			1			1		
PAPER, bond, Premium Grade	5	122.20	611.00				1			1			1	1	1	
CALCULATOR, compact, electronic, LCD, desktop display, 12 digits, two-way power source	1	165.11	165.11								1					
Sign pen refill (Pilot G-2 retractable)	12	45.00	540.00		2	1		2	1		2	1		2	1	
Sign pen (Pilot green)	1	55.00	55.00					1								
Ballpen (Black)	5	60.00	300.00		1			1		1			1		1	
Paper fastener (plastic)	2	40.00	80.00				1						1			
Correction tape, big	7	45.00	315.00		1	1		1	1		1	1		1		
Correction Pen	4	95.00	380.00			1			1			1			1	
Stapler, small (#10)	1	70.00	70.00										1			
Stapler, big (#35)	1	285.00	285.00				1									
Staple wire #10	4	96.00	384.00			1			1			1			1	
Rubber band (small)	3	30.00	90.00			1			1				1			
Fingertip moistener	12	35.00	420.00	1	1	1	1	1	1	1	1	1	1	1	1	1
Paper clamp (large, black)	15	13.00	195.00		2	1		2	2		2	2		2	2	
Double Adhesive Tape 1"	2	120.00	240.00	1						1						
Toilet tissue	12	15.00	180.00			3			3			3			3	
Copy paper substance 20 medium	4	160.00	640.00			1				1		1		1		
Coupon bond substance 16 long	2	165.00	330.00				1						1			
Coupon bond substance 16 medium	1	130.00	130.00							1						
Ordinary Folder long	4	60.00	240.00		1			1				1		1		
Ordinary Folder medium	4	48.00	192.00		1			1			1				1	
Sliding folder long	1	120.00	120.00							1						
Brown envelope long	3	36.00	108.00		1						1				1	
Brown envelope medium	2	24.00	48.00			1								1		
Daily Time Record CS Form #48	3	25.00	75.00		1					1				1		
Computer Ink for Epson L210 printer (Black & Colored)	3	310.00	930.00					1			1			1		
Water Bill Receipt	500	125.00	62,500.00						500							
Customer Ledger Card	1,000	18.00	18,000.00						1,000							
Collector's Official Receipt	100	113.00	11,300.00												100	
Meter Reading Card	1,000	13.00	13,000.00											1,000		
Water Service Contract	500	12.00	6,000.00								500					
Rainboots and Raincoat	2	800.00	1,600.00							2						

END-USER/UNIT: TECHNICAL SECTION

CODE	GENERAL DESCRIPTION	Quantity/ Size	ESTIMATED Unit Cost	ESTIMATED BUDGET	SCHEDULE/MILESTONE OF ACTIVITIES												Remarks
					Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	
	OFFICE SUPPLIES																
	ALCOHOL, 70%, ethyl	2	38.64	77.28				1						1			
	ERASER, rubber	1	4.80	4.80				1									
	LEAD, for mechanical pencil,0.5mm, 12 pcs/tube	1	11.73	11.73										1			
	MARKER, permanent, black	4	13.84	55.36			1			1			1			1	
	NOTE PAD, (3"x3"), 100 sheets/pad	2	37.31	74.62				1					1				
	PAPER CLIP, gem type,jumbo, 48mm, 100s/box	3	15.99	47.97			1			1			1				
	PAPER CLIP, gem type, 32mm, 100s/box	3	9.06	27.18			1			1			1				
	RULER, plastic, 300mm	1	3.73	3.73							1						
	CUTTER, heavy duty	2	27.72	55.44					1					1			
	SCISSORS, (6")	1	19.19	19.19										1			
	BATHROOM SOAP, 70gms.	3	14.92	44.76						1			1			1	
	BROOM, soft (tambo)	1	122.59	122.59							1						
	DETERGENT POWDER, all purpose, 500gms.	2	17.59	35.18					1						1		
	DUST PAN, non-rigid plastic, with detachable handle	1	26.65	26.65										1			
	INSECTICIDE, 600mL (420g) /can	30	119.39	3,581.70		3	4	3		4	3	3	3	3	3	4	
	RAG, COTTON, (7") in diameter	1	44.77	44.77										1			
	Ballpen (Black)	2	60.00	120.00			1					1					
	Dishwashing liquid	3	250.00	750.00				1						1	1		
	Toilet bowl cleaner	3	250.00	750.00				1						1	1		
	Daily Time Record CS Form #48	2	25.00	50.00				1				1					
	Rainboots and Raincoat	4	800.00	3,200.00								4					
	Working Gloves	34	100.00	3,400.00	3	3	3	3	3	2	3	3	3	3	3	2	
	SERVICE CONNECTION MATERIALS																
	Powder Chlorine	26	5,500.00	143,000.00	6			6			6			6		2	
	HDPE Pipe 1" x 100 meters	14	3,800.00	53,200.00	2		2		2		2		2		2	2	
	HDPE Pipe 3/4" x 150 meters	17	3,600.00	61,200.00	2	2		2	2		2	2		3	2		
	HDPE Pipe 1/2" x 300 meters	25	4,300.00	107,500.00	2	2	2	2	2	2	2	2	2	3	2	2	
	Brass Corporation Cock 1"	50	350.00	17,500.00	50												
	Brass Corporation Cock 3/4"	50	320.00	16,000.00	50												
	Brass Corporation Cock 1/2"	100	220.00	22,000.00	50						50						
	Brass Gate Valve 1/2"	350	185.00	64,750.00	100				100				100			50	
	Brass St. Coupling 1"	75	210.00	15,750.00	75												
	Brass St. Coupling 3/4"	200	135.00	27,000.00	100						100						
	Brass St. Coupling 1/2"	600	100.00	60,000.00	300						300						
	Brass Water Meter 1/2"	350	800.00	280,000.00	75			75			75			75		50	
	G.I. Elbow 1/2" Sch 40	900	20.00	18,000.00	150			200			200			150		200	
	G.I. Elbow Reducer 3/4" x 1/2: sch 40	350	35.00	12,250.00	75			75			100			100			
	G.I. Nipple 1/2" x 12" sch 40	600	35.00	21,000.00	150			150			150			150			
	G.I. Plug 3/4" sch 40	100	20.00	2,000.00	50								50				

G.I. St. Elbow 1/2" sch 40	350	25.00	8,750.00	75			75			75			75		50
Saddle Clamp 75mm x 1"	50	268.00	13,400.00							25			25		
Saddle Clamp 50mm x 3/4"	50	230.00	11,500.00							25			25		
Saddle Clamp 150mm x 3/4"	50	290.00	14,500.00							25			25		
Tapelon 1"	2,050	15.00	30,750.00			400		400		400		400		450	

Prepared/submitted by:

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Approved by:

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