

Republic of the Philippines
Province of Sorsogon
CITY OF SORSOGON

RECEIVED
Received by: VIVIAN C. PERNECITA
Date & Time: BAC - STAFF
1-19-23

PROJECT PROCUREMENT MANAGEMENT PLAN 2023

CITY BUDGET OFFICE
SORSOGON CITY
Received by: μ
Date Received: 1-16-23
Time Received: 3:13pm

PROJECT TITLE : MAINTENANCE AND OTHER OPERATING EXPENSES AND CAPITAL OUTLAY
PMO END-USER/DEPARTMENT : CITY MAYOR'S OFFICE
SOURCE OF FUND : CITY MAYOR'S OFFICE

CODE	GENERAL DESCRIPTION	QUANTITY	UNIT	MODE OF PROCUREMENT	ESTIMATED BUDGET	SCHEDULE/MILESTONE OF ACTIVITIES											
						JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
	OFFICE SUPPLIES			BIDDING	1,000,000.00												
	ballpen (blue)	6	BOX		1,200.00	1		1		1		1		1		1	
	ballpen (black)	6	BOX		1,200.00	1		1		1		1		1		1	
	Pencil	4	BOX		2,040.00	1		1		1		1		1		1	
	signpen (black)	6	BOX		200	1		1		1		1		1		1	
	signpen (blue)	6	BOX		2,160.00	1		1		1		1		1		1	
	pentelpen (black)	4	BOX		2,160.00	1		1		1		1		1		1	
	record book (500 pages)	20	PC		2,000.00	10						10					
	bond paper (long)	25	BOX		31,000.00	12						13					
	bond paper (short)	25	BOX		27,000.00	12						13					
	staple wire	8	BOX		480	2			2			2			2		
	brown envelope (short)	40	PC		800	20						20					
	brown envelope (long)	40	PC		320	20						20					
	green envelope with cord (long)	30	PC		1,000	10						10					10
	white folder (short)	40	PC		400	20						20					
	white folder (long)	40	PC		600	20						20					
	Mailing Envelope (long)	40	PC		400	20						20					
	Mailing Envelope (short)	40	PC		325	20						20					
	expanded folder (long)	40	PC		800	20						20					
	expanded folder (short)	40	PC		800	20						20					

plastic folder (long)	20	PC	300	10						10						
paper fastener	6	PC	300	2			2							2		
correction tape	40	PC	2,000	10			10			10				10		
paperclip (small)	16	BOX	560	4			4			4				4		
paperclip (big)	16	BOX	800	4			4			4				4		
bulldog clip (big)	16	BOX	900	4			4			4				4		
bulldog clip (small)	16	BOX	700	4			4			4				4		
alcohol (big)	14	GAL	7,500	4			2			4				4		
marker (yellow)	6	BOX	3,500	2			2							2		
sticky notes (big)	24	PC	1,920	6			6			6				6		
sticky notes (small)	24	PC	640	6			6			6				6		
scotch tape (big)	10	PC	2,000	4			2			2				2		
whiteboard marker	4	BOX	500	2						2						
ink: c t5642	12	BOX	5,000	3			3			3				3		
ink: m t5644	12	BOX	5,000	3			3			3				3		
ink: y t5644	12	BOX	5,000	3			3			3				3		
ink: black t5641	12	BOX	5,000	3			3			3				3		
Scissors	6	PC	600	6												
Glue	3	PC	110	3												
Stapler	4	PC	800	4												
File Holder	20	PC	8,000	10						10						
Double Sided Tape	10	PC	320	5						5						
Special Paper	10	PC	3,900	5						5						
Document Holder	20	PC	1,395	10						10						
Paper Rack	5	PC														
Sticker Paper	20	PACK		10						10						
Special Paper	20	PACK		10						10						
Packaging Tape	4	PC		4												
Masking Tape	8	PC		4						4						
Cleaning Materials																
Tissue	72	PC		6	6	6	6	6	6	6	6	6	6	6	6	6
Insect Sprayer	24	bottle		6			6			6				6		
Air Freshener	24	bottle		6			6			6				6		

[illegible]

[illegible]

Cable, Satellite, telegraph and radio				50,000.00															
AWARDS/REWARDS EXPENSES				300,000.00															
EXTRAORDINARY EXPENSES																			
Confidential expenses				500,000.00															
Extraordinary and Miscellaneous				493,023.69															
PROFESSIONAL SERVICES																			
Auditing Services				950,000.00															
Other Professional Services				2,500,000.00															
GENERAL SERVICES				8,300,000.00															
PURCHASE OF MOTOR VEHICLE			BIDDING	1,500,000.00															
REPAIRS AND MAINTENANCE																			
Repairs and Maintenance - Machinery and Equipment				1,000,000.00															
Repair and Maintenance - Transportation Equipment				2,000,000.00															
Repair and Maintenance - Furniture and Fixtures				1,000,000.00															
FINANCIAL ASSISTANCE/SUBSIDY																			
Subsidy to NGA's				4,000,000.00															
PNP Incentives				1,200,000.00															
Subsidy to other LGU's				1,000,000.00															
Subsidy - Others				1,000,000.00															
Barangays				1,000,000.00															
Total				58,738,023.00															

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


Prepared by:


MARK LOUIE E. BUENDEVER
 Admin Aide II

Submitted by:


ATTY. MARK GERALD D. GUIRINDOLA
 City Administrator

Approved by:


MA. ESTER E. HAMOR
 City Mayor