



**University Bids and Awards Committee**  
**Resolution No. 102, S. 2024**

**DECLARING FAILURE OF REQUEST FOR QUOTATION AND RECOMMENDING NEGOTIATED PROCUREMENT FOR THE SUPPLY AND DELIVERY OF OFFICE SUPPLIES AND LAMINATING MACHINE FOR TEH SAS OFFICE AT MinSU CALAPAN CITY CAMPUS**

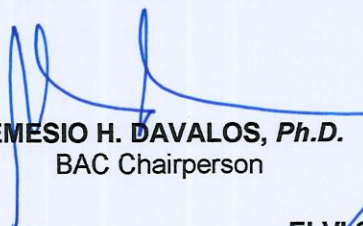
**WHEREAS**, the **Mindoro State University (MinSU)**, through the Bids and Awards Committee (BAC) has advertised in the PhilGEPS and MinSU Website the Request for Quotation (RFQ) for the project **"Supply and Delivery of Office Supplies and Laminating Machine for the SAS Office At MinSU Calapan City Campus"** with an Approved Budget for the Contract (ABC) amounting to **Fifty-Two Thousand Three Hundred Ninety-Three Pesos and 70/100 (Php52,393.70);**

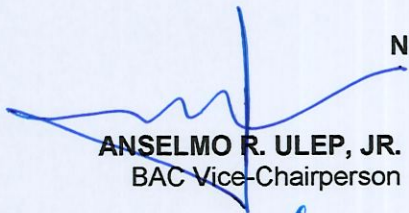
**WHEREAS**, in response to the first publication of the project on April 05, 2024; three (3) suppliers were found in the document request list however, no supplier submitted the Request for Quotation (RFQ) thus, declared failure of RFQ;


**WHEREAS**, based on the declared failure, the BAC recommended for the second publication of the project on May 08, 2024; five (5) suppliers were found in the document request list however, no supplier submitted RFQ for the second time;

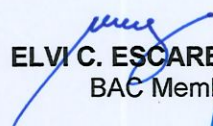
**NOW, THEREFORE**, the of Bids and Awards Committee (BAC) **HEREBY RESOLVED AS IT IS HEREBY RESOLVED** that the BAC recommend to the University President approval of resorting to Alternative Method of Procurement through Negotiated Procurement under Section 53 "Annex-H" of the R.A. 9184 for the **"Supply and Delivery of Office Supplies and Laminating Machine for the SAS Office at MinSU Calapan City Campus"**;


**RESOLVED**, at MinSU Main Campus, Alcate, Victoria, Oriental Mindoro, this 16<sup>th</sup> day of May, 2024.

  
**NEMESIO H. DAVALOS, Ph.D.**  
BAC Chairperson

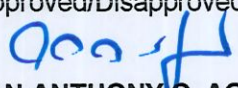
  
**ANSELMO R. ULEP, JR.**  
BAC Vice-Chairperson

  
**CIEDELLE P. SALAZAR Ph.D**  
BAC Member

  
**ELVI C. ESCAREZ, Ph.D.**  
BAC Member

  
**MELGAR G. FADRIQUELAN**  
BAC Member

Approved/Disapproved

  
**CHRISTIAN ANTHONY C. AGUTAYA Ph.D.**  
OIC, Office of the University President  
Date: \_\_\_\_\_



PhilGEPS

Philippine Government Electronic Procurement System

Central Portal for  
Philippine Government  
Procurement Opportunities

Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10829318  
Procuring Entity MINDORO STATE UNIVERSITY  
Title Supply and Delivery of Office Supplies and Laminating Machine for the SAS Office at MinSU Calapan City Campus  
Area of Delivery Oriental Mindoro

Solicitation Number:	RFQ 2024-67	Status	Closed
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification:	Goods	Bid Supplements	0
Category:	Office Equipment Supplies and Consumables		
Approved Budget for the Contract:	PHP 52,393.70	Document Request List	5
Delivery Period:	30 Day/s		
Client Agency:		Date Published	08/05/2024
Contact Person:	MARK LESTER A MAGPANTAY Head, BAC Secretariat Alcate Victoria Oriental Mindoro Philippines 5205 63-9-154612960  macmagpantay@minsueu.ph	Last Updated / Time	08/05/2024 00:00 AM
		Closing Date / Time	15/05/2024 17:00 PM

Description

Please quote your lowest price on the items / listed below, subject to the General Condition on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_ in the address stated in the last page.

NEMESIO H. DAVALOS, Ph.D.

BAC Chairperson

Note: 1. All entries must be typewritten.

2. Delivery Period within \_\_\_\_ calendar days.

3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for Equipment, from date of acceptance by the procuring entity.

4. Price validity shall be a period of 30 calendar days.

5. G-EPS Registration Certificate shall be attached upon submission of the Quotation.

6. Bidders shall submit Original Brochures showing certification of the product being offered (optional).

7. Mode of delivery: [ ] Pick-up (Schedule) [ ] Door to Door Delivery

Item No. Unit ITEM AND DESCRIPTION QTY. UNIT PRICE TOTAL AMOUNT

Lot 1- Office Supplies

1 boxes Bond Paper Sub 20 ( Long) 7

2 boxes Bond Paper Sub 20 ( A4) 250 4

3 boxes Bond Paper Sub 20 (Short) 2

4 boxes Ble Gel Pen (12) 3  
5 boxes Blue Ball Pen (25) 2  
6 boxes Black Ball Pen (25) 2  
7 pcs Correction Tape (6 meters) 10  
8 pcs Scotch Tape (big) 6  
9 bundle Double Side Tape (no. 1) 6  
10 boxes Staple Wire (no. 35) 6  
11 pcs Multi-Purpose Scissors Black (7 inches) 4  
12 pcs 3 Layer file Rack 3  
13 pcs TimeCard Rack (24 slots) 1  
14 bottle Padding Glue (Blue) 1kg 1  
15 pcs Plastic Book Storage Box with Divider 3  
16 pcs Dry Seal (MinSU Logo) 1  
17 packs Vellum Board 180gsm 10s (long) 6  
18 packs Vellum Board 180gsm 10s (A4) 6  
19 packs Vellum Board 180gsm 10s (Short) 6  
20 packs Glossy Photo Paper 120 GSM 50s (A4) 6  
21 boxes White Baord Marker Refill Ink 2  
22 boxes Permanent marker Refill Ink 1  
23 sets Universal Ink 100ml (B,C,Y,M) 3  
24 packs Sticky Note (arrow design) 5  
25 pcs Stapler with Remover Big Size (#35) 3  
26 boxes White Baord Marker 12 pcs (Fine, refillable, Red) 1  
27 boxes White Board Marker 12 pcs (Fine, Refillable Blue) 1  
28 boxes White Board Marker 12 pcs (Fine, Refillable, Black) 1  
29 boxes White Baord Marker 12 pcs (Broad, refillable, Red) 1  
30 box White Board Marker 12 pcs (Broad, Refillable Blue) 1  
31 box White Board Marker 12 pcs (Broad, Refillable, Black) 1  
32 box Permanent Marker Pen 12 pcs (Fine, Refillable, red) 1  
33 box Permanent Marker Pen 12 pcs (Fine, Refillable, Blue) 1  
34 box Permanent Marker Pen 12 pcs (Fine, Refillable, Black) 1  
35 box Permanent Marker Pen 12 pcs (Broad, Refillable, red) 1  
36 box Permanent Marker Pen 12 pcs (Broad, Refillable, Blue) 1  
37 box Permanent Marker Pen 12 pcs (Broad, Refillable, Black) 1  
38 packs Sticker Paper Matte 10pcs (long) 15  
39 pcs book Ends 20  
40 pcs Paper Cutter Wooden Base B4 Size (12x15 inches) 1  
41 packs Laminating Film all Sizes Package 250 Microns 6  
Lot 2- Laminating Machine  
1 unit Heavy Duty Laminator Laminating Machine 20A+ for A3 A4 Size 1

**Created by** Annabelle Quinto Madrigal

Date Created 07/05/2024

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**PhilGEPS**

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Philippine Government  
Procurement Opportunities

**Bid Notice Abstract**

**Request for Quotation (RFQ)**

**Reference Number** 10728624  
**Procuring Entity** MINDORO STATE UNIVERSITY  
**Title** Supply and Delivery of Office Supplies and Laminating Machine for the SAS Office at MinSU Calapan City Campus  
**Area of Delivery** Oriental Mindoro

<b>Solicitation Number:</b>	RFQ No. 2024-67	<b>Status</b>	<b>Closed</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	1
<b>Classification:</b>	Goods	<b>Bid Supplements</b>	0
<b>Category:</b>	Office Equipment Supplies and Consumables		
<b>Approved Budget for the Contract:</b>	PHP 52,393.70	<b>Document Request List</b>	3
<b>Delivery Period:</b>	30 Day/s		
<b>Client Agency:</b>		<b>Date Published</b>	05/04/2024
<b>Contact Person:</b>	MARK LESTER A MAGPANTAY Head, BAC Secretariat Alcate Victoria Oriental Mindoro Philippines 5205 63-9-154612960  macmagpantay@minsu.edu.ph	<b>Last Updated / Time</b>	05/04/2024 00:00 AM
		<b>Closing Date / Time</b>	12/04/2024 17:00 PM

**Description**

Please quote your lowest price on the items / listed below, subject to the General Condition on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_ in the address stated in the last page.

NEMESIO H. DAVALOS, Ph.D.

BAC Chairperson

Note: 1. All entries must be typewritten.

2. Delivery Period within \_\_\_\_ calendar days.

3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for Equipment, from date of acceptance by the procuring entity.

4. Price validity shall be a period of 30 calendar days.

5. G-EPS Registration Certificate shall be attached upon submission of the Quotation.

6. Bidders shall submit Original Brochures showing certification of the product being offered (optional).

7. Mode of delivery: [ ☐ ] Pick-up (Schedule) [ ☐ ] Door to Door Delivery

Item No. Unit ITEM AND DESCRIPTION QTY. UNIT PRICE TOTAL AMOUNT

Lot 1- Office Supplies

1 boxes Bond Paper Sub 20 ( Long) 7

2 boxes Bond Paper Sub 20 ( A4) 250 4

3 boxes Bond Paper Sub 20 (Short) 2

4 boxes Ble Gel Pen (12) 3

5 boxes Blue Ball Pen (25) 2

6 boxes Black Ball Pen (25) 2

7 pcs Correction Tape (6 meters) 10

8 pcs Scotch Tape (big) 6

- |                     |                           |
|---------------------|---------------------------|
| <b>Created by</b>   | Annabelle Quinto Madrigal |
| <b>Date Created</b> | 04/04/2024                |

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APPROVED BUDGET FOR THE CONTRACT (ABC)  
Supply and Delivery of Office Supplies and Laminating Machine for the SAS Office at MinsU Calapan City Campus  
Masipit, Calapan City, Oriental Mindoro  
Project Name and Location


Stations: Mindoro State University


Length:


Contract Duration:


ITEM NO.	DESCRIPTION	QUANTITY	UNIT	CURRENT MARKET PRICE	TOTAL COST	VAT, OTHER TAXES AND/OR DUTIES APPLICABLE	FREIGHT & INSURANCE	OTHER INDIRECT COSTS	OTHER COST FACTORS			TOTAL COST	UNIT COST
									INFLATION, CURRENCY				
									%	VALUE		(12)	(13)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(5)X(9)	(10%[(5)+(10)]	(11) / (3)
Lot 1 - Office Supplies													
1	Bond Paper Sub 20 ( Long)	7	boxes	1,620.00	11,340.00								
2	Bond Paper Sub 20 ( A4) 250	4	boxes	1,431.00	5,724.00								
3	Bond Paper Sub 20 (Short)	2	boxes	1,377.00	2,754.00								
4	Ble Gel Pen (12)	3	boxes	503.00	1,509.00								
5	Blue Ball Pen (25)	2	boxes	90.00	180.00								
6	Black Ball Pen (25)	2	boxes	90.00	180.00								
7	Correction Tape (6 meters)	10	pcs	32.00	320.00								
8	Scotch Tape (big)	6	pcs	65.00	390.00								
9	Double Side Tape (no. 1)	6	bundle	150.00	900.00								
10	Staple Wire (no. 35)	6	boxes	50.00	300.00								
11	Multi-Purpose Scissors Black (7 inches)	4	pcs	135.00	540.00								
12	3 Layer file Rack	3	pcs	320.00	960.00								
13	TimeCard Rack (24 slots)	1	pcs	350.00	350.00								
14	Padding Glue (Blue) 1kg	1	bottle	430.00	430.00								
15	Plastic Book Storage Box with Divider	3	pcs	750.00	2,250.00								
16	Dry Seal (MinsU Logo)	1	pcs	3,500.00	3,500.00								
17	Veillum Board 180gsm 10s (long)	6	packs	72.00	432.00								
18	Veillum Board 180gsm 10s (A4)	6	packs	63.00	378.00								
19	Veillum Board 180gsm 10s (Short)	6	packs	54.00	324.00								
20	Glossy Photo Paper 120 GSM 50s (A4)	6	packs	100.00	600.00								
21	White Baord Marker Refill Ink	2	boxes	130.00	260.00								
22	Permanent marker Refill Ink	1	boxes	180.80	180.80								
23	Universal Ink 100ml (B,C,Y,M)	3	sets	198.00	594.00								
24	Sticky Note (arrow design)	5	packs	38.00	190.00								

25	Stapler with Remover Big Size (#35)	3	pcs	130.30	390.90							
26	White Baord Marker 12 pcs (Fine, refillable, Red)	1	boxes	300.00	300.00							
27	White Board Marker 12 pcs (Fine, Refillable Blue)	1	boxes	300.00	300.00							
28	White Board Marker 12 pcs (Fine, Refillable, Black)	1	boxes	300.00	300.00							
29	White Baord Marker 12 pcs (Broad, refillable, Red)	1	boxes	300.00	300.00							
30	White Board Marker 12 pcs (Broad, Refillable Blue)	1	box	300.00	300.00							
31	White Board Marker 12 pcs (Broad, Refillable, Black)	1	box	300.00	300.00							
32	Permanent Marker Pen 12 pcs (Fine, Refillable, red)	1	box	450.00	450.00							
33	Permanent Marker Pen 12 pcs (Fine, Refillable, Blue)	1	box	450.00	450.00							
34	Permanent Marker Pen 12 pcs (Fine, Refillable, Black)	1	box	450.00	450.00							
35	Permanent Marker Pen 12 pcs (Broad, Refillable, red)	1	box	450.00	450.00							
36	Permanent Marker Pen 12 pcs (Broad, Refillable, Blue)	1	box	450.00	450.00							
37	Permanent Marker Pen 12 pcs (Broad, Refillable, Black)	1	box	450.00	450.00							
38	Sticker Paper Matte 10pcs (long)	15	packs	65.00	975.00							
39	book Ends	20	pcs	100.00	2,000.00							
40	Paper Cutter Wooden Base B4 Size (12x15 inches)	1	pcs	2,142.00	2,142.00							
41	Laminating Film all Sizes Package 250 Microns Lot 2- Laminating Machine	6	packs	800.00	4,800.00							
	Heavy Duty Laminator Laminating Machine 20A+ for A3 A4 Size	1	unit	3,000.00	3,000.00							
	XXXXXXXXXXXXXXXXXXXXXXXXXXXX				-							
	GRAND TOTAL				52,393.70							

Prepared by  
  
**RENELITO C. RINO**  
Member, BAC Secretariat

Submitted by  
  
**Engt. MARK JESTER A. MAGPANTAY**  
Head, BAC Secretariat

Recommending Approval  
  
**NEMESIO H. DAVALOS, Ph.D.**  
Chairperson, BAC

Approved  
  
**CHRISTIAN ANTHONY C. AGUTAYA, Ph.D.**  
OIC- Office of the University President



Republic of the Philippines  
**MINDORO STATE UNIVERSITY**  
Main Campus  
Alcate, Victoria, Oriental Mindoro



**BAGONG PILIPINAS**

**PURCHASE REQUEST**

Fund Cluster: **STF**

Office/Section : Student Affairs and Services		PR No.: 2024 - <b>044</b> Responsibility Center Code :		Date: March 07, 2024	
Stock/ Property No.	Unit	Item Description	Qty	Unit Cost	Total Cost
1	boxes	Bond Paper Sub 20 (long)	7	1,620.00	11,340.00
2	boxes	Bond Paper Sub 20 (A4) 250	4	1,431.00	5,724.00
3	box	Bond Paper Sub 20 (short)	2	1,377.00	2,754.00
4	boxes	Blue Gel Pen (12)	3	503.00	1,509.00
5	boxes	Blue Ball Pen (25)	2	90.00	180.00
6	boxes	Black Ball pen (25)	2	90.00	180.00
7	pcs	Correction Tape (6 meters)	10	32.00	320.00
8	pcs	Scotch Tape (big)	6	65.00	390.00
9	bundle	Double Side Tape (no.1)	6	150.00	900.00
10	boxes	Staple Wire (no.35)	6	50.00	300.00
11	pcs	Multi Purpose Scissors Black (7inches)	4	135.00	540.00
12	pcs	3 Layer File Rack	3	320.00	960.00
13	pc	TimeCard Rack (24 slots)	1	350.00	350.00
14	bottle	Padding Glue (Blue) 1kg.	1	430.00	430.00
15	pcs	Plastic Book Storage Box w/ Divider	3	750.00	2,250.00
16	pc	Dry Seal (MinSU Logo)	1	3,500.00	3,500.00
17	packs	Vellum Board 180 gsm 10s (long)	6	72.00	432.00
18	packs	Vellum Board 180 gsm 10s (A4)	6	63.00	378.00
19	packs	Vellum Board 180 gsm 10s (short)	6	54.00	324.00
20	packs	Glossy Photo Paper 120 GSM 50s (A4)	6	100.00	600.00
21	boxes	White Board Marker Refill Ink	2	130.00	260.00
22	box	Permanent Marker Refill Ink	1	180.80	180.80
23	sets	Universal Ink 100ml (B,C,Y,M)	3	198.00	594.00
24	packs	Sticky Note (arrow design)	5	38.00	190.00
25	pcs	Stapler w/ Remover Big size (#35)	3	130.30	390.90
26	box	White Board Marker 12 pcs (Fine,Refillable,Red)	1	300.00	300.00
27	box	White Board Marker 12 pcs (Fine,Refillable,Blue)	1	300.00	300.00
28	box	White Board Marker 12 pcs (Fine,Refillable,Black)	1	300.00	300.00
<b>SUB TOTAL 1</b>					<b>35,876.70</b>
Purpose: Office Supplies for SAS office MinSU Calapan City Campus					
STF - 1071 164 -200 03-364					
Requested by: Signature : Printed Name : Designation :		Recommending Approval: Signature : Printed Name : Designation :		Certified: Signature : Printed Name : Designation :	
ADELIO D. CUETO SAS Coordinator, MCC		ELVI C. ESCAREZ, Ph.D. Campus Executive Director		ROVELYN P. ROXAS Budget Officer III	
Approved by: Signature : Printed Name : Designation :					
CHRISTIAN ANTHOY C. AGUTAYA., Ph.D. OIC-Office of the University President					

CHARGEABLE AGAINST

**MACHERMIE R. LANDICHO**  
Acting Budget Officer  
MinSCAT - Calapan





Republic of the Philippines  
MINDORO STATE UNIVERSITY  
Alcate, Victoria, Oriental Mindoro

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

END-USER/UNIT: Student Affairs and Services  
Charged to: Special Trust Fund (STF)  
Project, Programs and Activities

CODE	GENERAL DESCRIPTION	UNIT	QTY	UNIT COST	TOTAL AMOUNT	MODE OF PROCUREMENT	SCHEDULE/ MILESTONE OF ACTIVITIES											
							Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
	OFFICE SUPPLIES																	
"	Bond Paper Sub 20 HardCopy (long)	boxes	7	1,620.00	11,340.00	Public Bidding			✓	✓	✓				✓	✓		
"	Bond Paper Sub 20 HardCopy (A4) 250	boxes	4	1,431.00	5,724.00	Public Bidding			✓	✓	✓				✓	✓		
"	Bond Paper Sub 20 HardCopy (short)	box	2	1,377.00	2,754.00	Public Bidding			✓	✓	✓				✓	✓		
"	Blue Gel Pen (12)	boxes	3	503.00	1,509.00	Public Bidding			✓	✓	✓				✓	✓		
"	Blue Ball Pen (25)	boxes	2	90.00	180.00	Public Bidding			✓	✓	✓				✓	✓		
"	Black Ball pen (25)	boxes	2	90.00	180.00	Public Bidding			✓	✓	✓				✓	✓		
"	Correction Tape (6 meters)	pcs	10	32.00	320.00	Public Bidding			✓	✓	✓				✓	✓		
"	Scotch Tape (big)	pcs	6	65.00	390.00	Public Bidding			✓	✓	✓				✓	✓		
"	Double Side Tape (no.1)	bundle	6	150.00	900.00	Public Bidding			✓	✓	✓				✓	✓		
"	Staple Wire (no.35)	boxes	6	50.00	300.00	Public Bidding			✓	✓	✓				✓	✓		
"	Multit Purpose Scissors Black (7inches)	pcs	4	135.00	540.00	Public Bidding			✓	✓	✓				✓	✓		
"	3 Layer File Rack	pcs	3	320.00	960.00	Public Bidding			✓	✓	✓				✓	✓		
"	TimeCard Rack (24 slots)	pc	1	350.00	350.00	Public Bidding			✓	✓	✓				✓	✓		
"	Padding Glue (Blue) 1kg.	bottle	1	430.00	430.00	Public Bidding			✓	✓	✓				✓	✓		
"	Plastic Book Storage Box w/ Divider	pcs	3	750.00	2,250.00	Public Bidding			✓	✓	✓				✓	✓		
"	Dry Seal (Minsu Logo)	pc	1	3,500.00	3,500.00	Public Bidding			✓	✓	✓				✓	✓		
"	Velum Board 180 gram 10s (long)	pcs	6	72.00	432.00	Public Bidding			✓	✓	✓				✓	✓		
	TOTAL				32,059.00													

TOTAL BUDGET:

32,059.00

24,869.95

Prepared By:

ABELIO D. CUETO  
Student Affairs and Services Coordinator

Recommending Approval:

NEMESIO H. DAVALOS  
Vice President for Academic Affairs

PR 2024-044

Republic of the Philippines  
MINDORO STATE UNIVERSITY  
Alcate, Victoria, Oriental Mindoro

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

END-USER/UNIT: Student Affairs and Services  
Charged to: Special Trust Fund (STF)  
Project, Programs and Activities

CODE	GENERAL DESCRIPTION	UNIT	QTY	UNIT COST	TOTAL AMOUNT	MODE OF PROCUREMENT	SCHEDULE/ MILESTONE OF ACTIVITIES												
							Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	
	OFFICE SUPPLIES																		
	Total Balance Brought Forwarded				32,059.00														
"	Vellum Board 180 gsm 10s (A4)	pcs	6	63.00	378.00	Public Bidding			✓	✓							✓	✓	
"	Vellum Board 180 gsm 10s (short)	pcs	6	54.00	324.00	Public Bidding			✓	✓							✓	✓	
"	Glossy Photo Paper 120 GSM 50s (A4)	pcs	6	100.00	600.00	Public Bidding			✓	✓							✓	✓	
"	White Board Marker Refill Ink	boxes	2	130.00	260.00	Public Bidding			✓	✓							✓	✓	
"	Permanent Marker Refill Ink	box	1	180.80	180.80	Public Bidding			✓	✓							✓	✓	
"	Universal Ink 100ml	sets	3	198.00	594.00	Public Bidding			✓	✓							✓	✓	
"	Sticky Note (arrow design)	packs	5	38.00	190.00	Public Bidding			✓	✓							✓	✓	
"	Stapler w/ Remover Big size (#35)	pcs	3	130.30	390.90	Public Bidding			✓	✓							✓	✓	
"	White Board Marker 12 pcs (Fine, Refillable, Red)	box	1	300.00	300.00	Public Bidding			✓	✓							✓	✓	
"	White Board Marker 12 pcs (Fine, Refillable, Blue)	box	1	300.00	300.00	Public Bidding			✓	✓							✓	✓	
"	White Board Marker 12 pcs (Fine, Refillable, Black)	box	1	300.00	300.00	Public Bidding			✓	✓							✓	✓	
"	White Board Marker 12 pcs (Broad, Refillable, Red)	box	1	300.00	300.00	Public Bidding			✓	✓							✓	✓	
	TOTAL				36,176.70														

TOTAL BUDGET: 36,176.70

Prepared By:

ABDELLO D. CUYTO  
Student Affairs and Services Coordinator

Recommending Approval:

NEMESIO H. DAVAYLOS  
Vice President for Academic Affairs

Pe P 5024-044

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

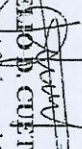
END-USER/UNIT: Student Affairs and Services  
Charged to: Special Trust Fund (STF)  
Project: Programs and Activities

CODE	GENERAL DESCRIPTION	UNIT	QTY	UNIT COST	TOTAL AMOUNT	MODE OF PROCUREMENT	SCHEDULE/ MILESTONE OF ACTIVITIES											
							Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
	OFFICE SUPPLIES																	
	Total Balance Brought Forwarded				36,176.70													
"	White Board Marker 12 pcs (Broad, Refillable, Blue)	box	1	300.00	300.00	Public Bidding			✓	✓	✓				✓	✓		
"	White Board Marker 12 pcs (Broad, Refillable, Black)	box	1	300.00	300.00	Public Bidding			✓	✓	✓				✓	✓		
"	Permanent Marker Pen 12 pcs (Fine, Refillable, Red)	box	1	450.00	450.00	Public Bidding			✓	✓	✓				✓	✓		
"	Permanent Marker Pen 12 pcs (Fine, Refillable, Blue)	box	1	450.00	450.00	Public Bidding			✓	✓	✓				✓	✓		
"	Permanent Marker Pen 12 pcs (Fine, Refillable, Black)	box	1	450.00	450.00	Public Bidding			✓	✓	✓				✓	✓		
"	Permanent Marker Pen 12 pcs (Broad, Refillable, Red)	box	1	450.00	450.00	Public Bidding			✓	✓	✓				✓	✓		
"	Permanent Marker Pen 12 pcs (Broad, Refillable, Blue)	box	1	450.00	450.00	Public Bidding			✓	✓	✓				✓	✓		
"	Permanent Marker Pen 12 pcs (Broad, Refillable, Black)	box	1	450.00	450.00	Public Bidding			✓	✓	✓				✓	✓		
	TOTAL				39,476.70													

TOTAL BUDGET:

39,476.70

Prepared By:

  
ABELIO D. CUYTO  
Student Affairs and Services Coordinator

Recommending Approval:

  
NEMESIO H. DAVALOS  
Vice President for Academic Affairs

## PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

### Project, Programs and Activities

**TOTAL BUDGET:**

52,393.70

**Recommending Approval:**

**NEMESIO H. DAVALOS**  
Vice President for Academic Affairs