



Department of Education
Region VI – Western Visayas
DIVISION OF AKLAN
Arch. Gabriel M. Reyes St., Kalibo, Aklan



March 25, 2019

To: Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Education/Program Specialists
Other Program Focal Persons

Dear Sirs/Mesdames:

Greetings!

Please submit the itemized 2019 Project Procurement Management Plan (PPMP) of all the activities which you encoded in the Project Management Information System (PMIS). There should be two (2) PPMPs to be submitted: PPMP-CSE and PPMP-Non-CSE which should be itemized per activity. For the prices of commonly-used supplies and equipment (CSE), please refer to the hereto attached official price list.

Herewith are the PPMP format, price list from DBM-PS, and list of CSEs and Non-CSEs items.

The deadline for submission is March 27, 2019.

For your information and guidance.

Very truly yours,


Dr. SALVADOR O. OCHAVO, JR., CESO VI
Schools Division Superintendent

UNNUMBERED DIVISION LETTER

Notes:

/jm Please access the price list at depedaklan.org Files. Thank you.

"May katawhayan ag kalipayan sa among mga escuelahan."

NON-CSE ITEMS:

1. Water Expenses
2. Electricity
3. Mobile
4. Landline
5. Internet Subscription Expenses
6. Postage Expenses
7. Courier Expenses
8. Repair and Maintenance
9. Fuel, Oil, Lubricants
10. Taxes, Duties and Licenses
11. Subscription Expenses
12. Representation Expenses
13. Capital Outlay
14. Rent Expenses
15. Printing and Binding
16. Publication Expenses
17. Supplies and Materials Expenses
18. Professional Services
19. General Services
20. Consultancy Services
21. Lease of Venue Expenses
22. Catering Expenses
23. Board and Lodging Expenses

CSE ITEMS

1. Paper Materials and Products
2. Batteries and Cells and Accessories
3. Manufacturing Components and Supplies
4. Heating and Ventilation and Air Circulation
5. Lighting and Fixtures and Accessories
6. Measuring and Observing and Testing Equipment
7. Cleaning Equipment and Supplies
8. ICT Equipment and Devices and Accessories
9. Office Equipment and Accessories and Supplies
10. Printer or Facsimile or Photocopier Supplies
11. Audio and Visual Equipment and Supplies
12. Flag or Accessories
13. Printed Publications
14. Fire Fighting Equipment
15. Consumer Electronics
16. Furniture and Furnishings
17. Arts and Crafts Equipment and Accessories and Supplies
18. Software
19. Passenger Air Transportation

GOVERNMENT PROCUREMENT POLICY BOARD-TECHNICAL SUPPORT OFFICE

Unit 2506, Raffles Corporate Center, E. Ortigas Jr. Road, Ortigas Center, Pasig City

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) (SAMPLE)

END USER/UNIT: DepEd Division of Aklan/CID
Charged to GAA

Projects, Programs and Activities (PAPs)

| CODE | GENERAL DESCRIPTION | QUANTITY/SIZE | ESTIMATED BUDGET | Mode of Procurement | SCHEDULE/MILESTONE OF ACTIVITIES | | | | | | | | | | | |
|----------------------|---|-----------------------|-------------------------|---------------------|----------------------------------|-----|-----|-----|-----|-----|------|-----|------|-----|-----|-----|
| | | | | | Jan | Feb | Mar | Apr | May | Jun | July | Aug | Sept | Oct | Nov | Dec |
| | Title of the Training: DIVISION TRAINING ON DEVELOPMENTALLY APPROPRIATE PRACTICES (DAP) IN NUMERACY PROGRAM FOR GRADES 1 TO 3 TEACHERS | | | | | | | | | | | | | | | |
| | Rental of Venue (include specifications) | 3 days | P 16,500.00 | | | | | | | | | | | | | |
| | Catering Services/Meals (include specifications) | 3 days (100 pax) | 105,000.00 | | | | | | | | | | | | | |
| | Tarpaulin (include specifications) | 1 | 1,500.00 | | | | | | | | | | | | | |
| | Training Materials: Expanding plastic envelop, long, with handle Notebook, 50 leaves, spring Ball pen, black | @ Phps5/pax (100 pax) | 5,500.00 | | | | | | | | | | | | | |
| | Linen paper long | 2 reams | Refer to DBM price list | | | | | | | | | | | | | |
| | Linen paper short | 2 reams | Refer to DBM price list | | | | | | | | | | | | | |
| | A4 bond paper, substance 20 | 10 reams | Refer to DBM price list | | | | | | | | | | | | | |
| | Certificate holder, short | 10 pieces | Refer to DBM price list | | | | | | | | | | | | | |
| | Manila paper | 100 pieces | Refer to DBM price list | | | | | | | | | | | | | |
| | Marker pen black | 10 boxes | Refer to DBM price list | | | | | | | | | | | | | |
| | Masking Tape(1 Inch) | 20 pieces | Refer to DBM price list | | | | | | | | | | | | | |
| | Assorted pre-cut cartolina | 2 reams | Refer to DBM price list | | | | | | | | | | | | | |
| | Photo paper, short | 10 reams | Refer to DBM price list | | | | | | | | | | | | | |
| TOTAL BUDGET: | | | P | | | | | | | | | | | | | |

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

Prepared By:

EDSELYN T. BIRAY, PhD
End User

Submitted By:

DR. DOBIE P. PAROHINOG
CHIED, Curriculum Implementation Division