

- ☒ Original PPMP
- ☐ Revised (Changed items, same budget)
- ☐ Supplemental



Republic of the Philippines
VISAYAS STATE UNIVERSITY
 Visca, Baybay City, Leyte

SCAN HERE



PPMP-2024-0111-168712

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2024

Unit/Office/Dept/Div: **Bids and Awards Committee**

Project Code: **VSU_COA 2024**

Purpose: **FOR OFFICE USE (2024)**

Total Budget : **100,000.00**

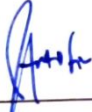
Funding : **GF-MOOE**

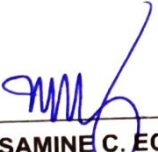
PPMP #: **112-5-1671-2024-0-0-1**

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Farm Tools and Equipment																
20 kg capacity white sack	25	piece	40.00	1,000.00			25									
Sub-Total				1,000.00												
Hardware																
LED Bulb, 13 watts, 87% Energy Saving	15	pcs	250.00	3,750.00			15									
Sub-Total				3,750.00												
IT Supplies and Equipment																
Ink, Epson 003,Genuine Black 65mL	5	btl	350.00	1,750.00			5									
Ink, EPSON 003,Genuine Cyan 65mL	5	btl	350.00	1,750.00			5									
Ink, EPSON 003,Genuine Yellow 65mL	5	btl	350.00	1,750.00			5									
Ink, EPSON 003,Genuine Magenta 65mL	5	btl	350.00	1,750.00			5									
TONER Kyocera TK 1147	1	can	7,150.00	7,150.00			1									
Computer Printer, All-in-One/Multifunction Colored-Ink Tank	1	unit	14,000.00	14,000.00			1									
Anti-virus Software, at least 3 users	1	pc	5,000.00	5,000.00			1									
Sub-Total				33,150.00												
Office Supplies																
Alcohol, Rubbing, 70% Isoprophyl, 1ltr.	15	btls	200.00	3,000.00			15									
Paper, Bond, A4, S-24, 80 gsm	15	reams	289.00	4,335.00			15									
Paper, Bond, Long, S-24, 80 gsm	15	reams	328.00	4,920.00			15									
Paper, Bond, Short, S-24, 80 gsm	30	reams	277.00	8,310.00			30									
Correction Tape, 10 meters	10	pcs	32.00	320.00			10									

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Envelope, Brown, long, good quality	25	pcs	5.00	125.00			25									
Envelope, Brown, short, good quality	25	pc	5.00	125.00			25									
Pen, Sign, .5mm, Gel-type, Blue	100	piece	35.00	3,500.00			100									
Pen, Sign, .5mm, Gel-type, Red	60	piece	35.00	2,100.00			60									
Pen, Highlighting, asstd color	10	pcs	25.00	250.00			10									
Masking Tape, Brown, 2"	3	rolls	70.00	210.00			3									
Note Pad, 3" x 3", post-it, assorted colors	3	pads	35.00	105.00			3									
Note Pad, 4" x 5", post-it, assorted colors	3	pads	50.00	150.00			3									
Fastener, Paper, plastic, 50 sets/box	10	boxes	40.00	400.00			10									
Pencil, #2, Medium, Yellow, 12pcs/box	2	Box of 12's	120.00	240.00			2									
Pen, Permanent Marker, black, broad tip	3	pieces	60.00	180.00			3									
Pen, Permanent Marker, blue, broad tip	3	pieces	60.00	180.00			3									
Pen, Permanent Marker, red, broad tip	3	pieces	60.00	180.00			3									
Ink, Refill, for Permanent Marker, Black, 30mL	1	btls	115.00	115.00			1									
Ink, Refill, for Permanent Marker, Blue, 30mL	1	btls	115.00	115.00			1									
Ink, Refill, for Permanent Marker, Red, 30mL	1	btls	115.00	115.00			1									
Staple Wire, #35	4	boxes	35.00	140.00			4									
Stapler, HD No.35	5	pc	400.00	2,000.00			5									
Transparent Tape (1")	3	rolls	25.00	75.00			3									
Transparent Tape (2")	6	rolls	40.00	240.00			6									
Tape, Packaging, 2" x 100 yards, Tan	4	rolls	75.00	300.00			4									
White Folders, 0.14mm long 100pcs/pack	2	packs	600.00	1,200.00			2									
White folders, short 100 pcs/pack	1	pack	350.00	350.00			1									
Rubber band	5	boxes	30.00	150.00			5									
Folder, Morocco, Short, w/ plastic binder, Blue	30	pieces	15.00	450.00			30									
155L, PLASTIC STORAGE BOX	4	pieces	1,700.00	6,800.00			4									
Paper Cutter, wood, A4 size	1	piece	625.00	625.00			1									
Multi-Purpose Glue, 130 g	5	btl	60.00	300.00			5									
Bathroom Deodorizer, with holder, at least 100g, any scent	14	pcs	80.00	1,120.00			14									
Soap, Detergent, Powder, 1 kilo/pack, any scent	15	kl	150.00	2,250.00			15									
Soap, Dishwashing, Liquid, 250mL	15	btls	150.00	2,250.00			15									

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Plastic Straw Rope, Heavy Duty, at least 200m, Flat Film Packing Rope for Cardboard Boxes	5	pc	180.00	900.00			5									
Floor Mop with wooden handle, heavy duty	3	pcs	240.00	720.00			3									
Soft Broom (Tambo) 200g minimum, heavy duty	10	pcs	220.00	2,200.00			10									
Toilet Bowl and Urinal Cleaner, at least 500mL	15	btls	125.00	1,875.00			15									
Plastic High Quality Trash Can with Rotating Cover, approx. 45 liters capacity	2	pcs	350.00	700.00			2									
Contingency Fund	1	unit	8,000.00	8,000.00			1									
Sub-Total				61,620.00												
Grand Total				99,520.00												

Prepared by: 
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Noted by: 
JESSAMINE C. ECLEO
Unit Head/Project Leader

Noted By: 
ALICIA M. FLORES *100. And it*
Head, Budget Office

Date: **01/11/2024**

<> *Funding Sources: General Fund(GF), Trust Fund(TF), Special Trust Fund(STF), IGP, Supplemental or Augmentation
Note: Please make a separate PPMP for each funding source.

Categorize the entries such as Office Supplies, Office Appliance & Equipment, Office Furniture, Laboratory Supplies, IT Equipment, Construction & Electrical Supplies,
Farm & Agricultural Supplies, Feeds & Feed Ingredients, Medical & Dental Supplies, Auto Supplies