



8-2-1093-2021-8-0-3



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

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2021

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

Unit/Office/Dept/Div: **Department of Consumer & Hospitality Management**
 Project Code: **DTHM-2021-GF-04**
 Purpose: **Office and laboratory use**

Total Budget : **50,000.00**Funding : **GF - ~~CO~~
M00e**

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Hardware																
Nylon Line (Monoline) #300	1	kl	300.00	300.00	1											
Sub-Total				300.00												
Medical & Dental Supplies & Equipment																
Face Mask, Surgical, Disposable, 3-ply, 50 pcs/box	3	boxes	300.00	900.00	1			1			1					
Sub-Total				900.00												
Office Supplies																
Soap, Detergent, Powder, 1 kilo/pack, any scent	15	kl	105.00	1,575.00	5			5			5					
Soap, Dishwashing, Liquid, 250mL	20	btls	150.00	3,000.00	10						10					
Disinfectant Spray, 340g	12	can	465.00	5,580.00	3			3			3			3		
Floor mop with bucket, microfiber spin rotating 360	2	pc	1,500.00	3,000.00	2											
Cleaner, Glass, 500mL, any scent	12	btls	198.00	2,376.00	6						6					
Soap, Detergent, Bar, at least 350g, any scent	25	bar	38.00	950.00	15						10					
Rags, large, good quality, size 24"x15", water absorbent	12	pcs	40.00	480.00	6						6					
Paper, Bond, Short, S-24, 80 gsm	10	reams	277.00	2,770.00	5						5					
Paper, Bond, Long, S-24, 80 gsm	10	reams	328.00	3,280.00	5						5					
Paper, Bond, A4, S-24, 80 gsm	10	reams	289.00	2,890.00	5						5					
Index Tab, transparent, self-adhesive, transparent, 5sets/box	10	boxes	65.00	650.00	5						5					
PVC Plastic Cover 100pcs per Pack A4 size 0.2mm	20	packs	750.00	15,000.00	10						10					
Pen, Sign, .5mm, Gel-type, Blue	50	piece	35.00	1,750.00	25						25					
Pen, Ball, black	30	pieces	10.00	300.00	15						15					

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Pen, Ball, blue	30	pieces	10.00	300.00	15						15					
Pen, Ball, red	30	pieces	10.00	300.00	15						15					
Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	12	pack	115.00	1,380.00	6						6					
Clip, Double Binder, 2" (approx. 51mm) , Black, 12 pcs/box	10	boxes	70.00	700.00	5						5					
Clip, Double Binder, 1-5/8" (approx. 41mm), Black, 12 pcs/box	10	boxes	46.00	460.00	5						5					
Clip, Double Binder, 1-1/4" (approx. 32mm), Black, 12 pcs/box	10	boxes	28.00	280.00	5						5					
Scissors, 8" heavy duty, good quality	2	pieces	75.00	150.00	2											
Correction Fluid, waterbase, 15 mL	12	btl	40.00	480.00	6						6					
Correction Tape, 8m x 5mm wide	20	pc	40.00	800.00	10						10					
Paper Cutter Knife, 6" steel blade, plastic handle, good quality	2	pcs	150.00	300.00	2											
Sub-Total				48,751.00												
Grand Total				49,951.00												

Prepared by: JAMES B. ESCUADRA

Noted by: VENICE B. IBANEZ
Unit Head/Project Leader

Funds Available: MYRNA S. PANCITO
Head, Budget Office

Date: 09/22/2020

*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