

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



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

SCAN HERE



PPMP-2023-0808-136414

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2024

Unit/Office/Dept/Div: **BOR & University Secretary**

Project Code: **OUS**

Purpose: **For office use**

Total Budget : **200,000.00**

Funding : **GF-MOOE**

PPMP #: **180-5-605-2024-7-0-0**

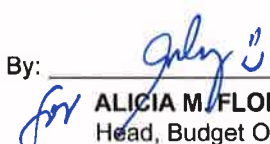
General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Construction and Electrical Supplies																
Bulb Socket, PVC	2	pc	50.00	100.00	2											
Sub-Total				100.00												
Hardware																
Bulb, LED, 20 Watts	5	pc	400.00	2,000.00	5											
Sub-Total				2,000.00												
IT Supplies and Equipment																
Toner, NPG 67, Yellow for Canon C3320 Image Runner Advance (photocopier, printer/scanner) machine	1	pcs	10,500.00	10,500.00	1											
Toner, NPG 67, Magenta for Canon C3320 Image Runner advance (photocopier, printer/scanner) machine	2	pieces	10,500.00	21,000.00	2											
Toner, NPG 67, Cyan for Canon C3320 Image Runner Advance (photocopier, printer/scanner) machine	2	pieces	10,500.00	21,000.00	2											
Toner, NPG 67, Black for Canon C3320 Image Runner Advance (photocopier, printer/scanner) machine	2	pieces	8,400.00	16,800.00	2											
Sub-Total				69,300.00												
Office Equipment																
Electric fan	2	pc	2,500.00	5,000.00	2											
Hot & Cold water dispenser	1	unit	14,500.00	14,500.00	1											
Sub-Total				19,500.00												
Office Supplies																
Book Cloth, Black	3	yard	130.00	390.00	3											

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
Calculator, desktop-type, 12 digits, 2-way power, plastic keys	1	unit	530.00	530.00	1											
Correction Tape, 8m x 5mm wide	5	pc	40.00	200.00	5											
Cutter, Big, durable & light aluminum die-cast grip, auto-lock slider, built-in blade snapper, approx. 3x8x22cm (Heavy Duty)	1	pcs	520.00	520.00	1											
Cutter, Big, Plastic (Ordinary), w/ lock	4	pcs	30.00	120.00	4											
Cutting Mat, self-healing rubber, green, A4	3	pc	220.00	660.00	3											
Soap, Dishwashing, Liquid, 250mL	5	btls	150.00	750.00	5											
Dust Bin (Trash Bin), durable plastic, w/ swing-type cover, approx. 25L capacity	2	pcs	300.00	600.00	2											
Envelope, Document, Brown, 150 lbs, Long	50	pc	7.00	350.00	50											
Folder, File, Long, 14pts, White	50	piece	10.00	500.00	50											
Folder, Pressboard, US, Green, Long	100	pcs	30.00	3,000.00	100											
Ink, for stamp pad, violet, 30mL, w/ applicator	2	btls	35.00	70.00	2											
Morocco board, A4, 100pcs/ream, 230 gsm, for cover, white	1	ream	450.00	450.00	1											
Morocco board, A4, 100pcs/ream, 230 gsm, for cover, yellow	1	ream	450.00	450.00	1											
Morocco board, A4, 100pcs/ream, 230 gsm, for cover, green	1	ream	450.00	450.00	1											
Multi-Purpose Glue, 130 g	5	btl	60.00	300.00	5											
Notebook, Spiral 60 leaves	5	pcs	23.00	115.00	5											
Paper, Bond, A3, S-24, 80 gsm	1	reams	580.00	580.00	1											
Paper, Bond, A4, S-24, 80 gsm	50	reams	289.00	14,450.00	50											
Paper, Bond, Long, S-24, 80 gsm	50	reams	328.00	16,400.00	50											
Pen, Ball, blue	12	pieces	10.00	120.00	12											
Pen, Sign, .5mm, Gel-type, Blue	12	piece	35.00	420.00	12											
Pen, Permanent Marker, black, broad tip	3	pieces	60.00	180.00	3											
Ring Binder, plastic, 51mm 2" black	50	pieces	55.00	2,750.00	50											
Ring Binder, plastic, 25mm, 1" black	20	pieces	30.00	600.00	20											
Tape, Double Sided, 1" x 10m	10	rolls	45.00	450.00	10											
Tape, Double Sided, 3/4" x 10m	10	rolls	26.00	260.00	10											
Tissue, Bathroom, 2 Ply, 12rolls/pack	2	pack	204.00	408.00	2											

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
Epson L6290 001 Ecotank Ink Black	1	btls	600.00	600.00	1											
Epson L6290 001 Ecotank Ink Yellow	1	btls	400.00	400.00	1											
Epson L6290 001 Ecotank Ink Magenta	1	btls	400.00	400.00	1											
Epson L6290 001 Ecotank Ink Cyan	1	btls	400.00	400.00	1											
PVC Plastic Cover, A4, 300micron	2	pack	850.00	1,700.00	2											
Sub-Total				49,573.00												
Grand Total				140,473.00												

Prepared by: 
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Noted by: 
GUIRALDO C. FERNANDEZ JR.
Unit Head/Project Leader

Noted By: 
for ALICIA M. FLORES
Head, Budget Office

Date: **08/08/2023**

<> *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