

☒ Original PPMP

☐ Revised (Changed items, same budget)

☐ Supplemental



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

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)  
CY 2024

Unit/Office/Dept/Div: **Department of Meteorology**  
Project Code: **DMet -2024**  
Purpose: **Office Use**

Total Budget : **180,000.00**  
Funding : **GF-MOOE**  
PPMP #: **103-5-5-2024-0-0-0**

SCAN HERE

PPMP-2024-0226-181229

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
<b>Accommodation</b>																
Board & Lodging (2days)	1	day	1,500.00	1,500.00								1				
<b>Sub-Total</b>				<b>1,500.00</b>												
<b>Construction and Electrical Supplies</b>																
Stand Fan, 405 mm diameter, 220 volts	2	unit	2,500.00	5,000.00								2				
LED tube T8, 18 watts	12	pcs	180.00	2,160.00							12					
Bulb, LED, 15W	6	pieces	300.00	1,800.00				6								
<b>Sub-Total</b>				<b>8,960.00</b>												
<b>IT Supplies and Equipment</b>																
Automatic Voltage Regulatory (AVR), 1500W, heavy duty	3	unit	5,000.00	15,000.00												
LCD Projector, XGA (1024x768)	2	unit	27,000.00	54,000.00					3		2					
All-in-One Ink Tank Printer Wi-Fi Duplex with ADF	1	unit	21,000.00	21,000.00							1					
UPS 650VA-360W Uninterruptible Power Supply	2	unit	3,000.00	6,000.00							2					
Computer Monitor 24", IPS, Bezel-less Full HD Monitor	1	set	7,000.00	7,000.00							1					
<b>Sub-Total</b>				<b>103,000.00</b>												
<b>Office Supplies</b>																
Broom, Plastic, with long steel handle (approx. 140cm), for ceiling	2	pcs	420.00	840.00						2						
Cleanser, Powder, 500g, any scent	6	btls	80.00	480.00						6						
Soap, Detergent, Powder, 1 kilo/pack, any scent	2	kl	150.00	300.00						2						
Soap, Dishwashing, Liquid, 250ml	2	btls	150.00	300.00						2						
Soap, hand, liquid, 250 ml	4	btls	135.00	540.00						4						



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
Toilet Bowl Cleaner, at least 1 liter	6	blt	250.00	1,500.00						6						
Toilet Brush with Holder	4	set	180.00	720.00						4						
Tissue, Bathroom, 2 Ply, 12rolls/pack	2	pack	204.00	408.00						2						
Paper Clips Small Vinyl (33MM)	6	Box of 100's	35.00	210.00					6							
Folder, File, Long, 14pts, White	50	piece	10.00	500.00					50							
Magazine Box / Data File Box / Datafile, horizontal, made of chipboards, closed ends, Legal (Single)	20	pcs	200.00	4,000.00					20							
Masking Tape, 1"	2	rolls	60.00	120.00						2						
Scotch Tape 1 inch x 100 meters	4	rolls	40.00	160.00						4						
A4 copy paper, 80 gsm	20	ream	360.00	7,200.00			10			10						
Battery, Rechargeable, AA (4pcs) w/ Charger	1	set	3,680.00	3,680.00			1									
<b>Sub-Total</b>				<b>20,958.00</b>												
<b>Grand Total</b>				<b>134,418.00</b>												

Prepared by:

**LORNA B. ABAMO**

Submitted by:

**CHARLIE S. ANDAN**  
Unit Head/Project Leader

Date: 02/26/2024

\*Funding Sources: General Fund(GF), Trust Fund(TF), Special Trust Fund(STF), IGP, Supplemental or Augmentation  
Note: Please make a separate PMP 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