



85-1-618-2021-7-0-0



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

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2021

Unit/Office/Dept/Div: University Student Services Office

Project Code: USSO-2021 (Guidance)

Total Budget : 100,000.00

Funding : STF

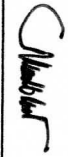
- ☒ Original PPMP
- ☐ Revised (Changed items, same budg
- ☐ Supplemental

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	De
Computer Supplies																
AVR, 500W (IC Controlled)	2	unit	350.00	700.00							2					
Hand blower/vacuum cleaner for computer	1	pieces	172.00	172.00				1								
Optical Mouse w/mouse pad	4	pieces	1,255.00	5,020.00				2			2					
Flash Drive, 32GB USB 2.0	2	piece	427.30	854.60				2								
USB Hub, 4 gangs	2	piece	250.00	500.00				2								
Laptop 14" (i3)	1	unit	33,000.00	33,000.00				1								
Computer Webcam	5	pieces	1,000.00	5,000.00				5								
Ink, Epson, T664 (Black, Cyan, Magenta, Yellow)	2	set	1,500.00	3,000.00				1			1					
Laptop Notebook, Celeron N3450	1	unit	14,900.00	14,900.00				1								
UPS, 1000 VA	1	unit	3,000.00	3,000.00							1					
Sub-Total				66,146.60												
Gestetner/Roneo/Sole Dist																
Gestetner Copy Printer Master, #817618 for DX 2430	3	piece	1,960.00	5,880.00				1			2					
Gestetner Copy Printer Ink, #893789, black for Dx2430	6	box	1,080.24	6,481.44				3			3					
Sub-Total				12,361.44												
Office Supplies and Materials																
Acetate, Plastic #8	1	rolls	1,775.00	1,775.00							1					
Paper, Bond, A4, 80 gsm	50	ream	260.00	13,000.00				25			25					
Pen, Sign, My Gel Dong A, Fine Tech, 0.5mm, blue	20	pcs	45.00	900.00				20								
Alcohol, Rubbing, Isoprophyl 70% 500ml	15	bottles	45.00	675.00				15								
Alcohol, Rubbing, 70% ethyl	15	bottles	37.85	567.75							15					
Envelope, Mailing ord long classic white S-20 10xx	2	boxes	170.00	340.00				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	D
Envelope, Mailing window long Aclem	1	boxes	230.00	230.00							1					
Paper, Laid 8 x 13 90gsm Conqueror Apple Green	1	boxes	1,025.00	1,025.00							1					
Paper, Laid 8 x 13 90gsm Conqueror Peach	1	boxes	1,415.00	1,415.00							1					
Paper, Laid 8 x 11 90gsm Conqueror Vellum	1	boxes	769.00	769.00				1								
Ring Binder, plastic, 1/8" black	10	pieces	58.35	583.50							10					
Ring Binder, plastic, 1" black	10	pieces	13.00	130.00							10					
Ring Binder, plastic, 1/2" black	10	pieces	4.65	46.50							10					
Sub-Total				21,456.75												
Grand Total				99,964.79												

Prepared by: 

MERIAM M. LUNA

Noted by: 

MANOLO B. LORETO
Unit Head/Project Leader

Funds Available: 

MYRNA S. PANCITO
Head, Budget Office

Date: 08/12/2022

*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