



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

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2021

Unit/Office/Dept/Div: Department of Horticulture

Project Code: Security Office -2020

Total Budget : 100,000.00

Funding : GF

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

[illegible]

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, Whiteboard Marker Pilot black	10	pieces	50.00	500.00	5						5					
Ink, Refill Whiteboard Pilot Black	2	bottles	130.00	260.00	1						1					
Ink, Refill Pentel Pilot black	3	bottles	65.00	195.00	2						1					
Paper, Bond short 8 x 11 S-16, good qlty	30	reams	95.00	2,850.00	30											
Paper, Bond long 8 x 13 S-16 good qlty	30	reams	110.00	3,300.00	30											
Duster, Feather	2	pieces	65.00	130.00	2											
Stick Broom (tingting) 6" fr the top, approx 370 pcs	5	piece	16.90	84.50	5											
Soft Broom, ordinary	5	pieces	12.50	62.50	5											
Envelope, Brown, 7 x 11, #150 lbs good qlty	30	pieces	2.00	60.00	30											
Envelope, Brown, 9 x 12-1/2, #150 lbs good qlty	30	pieces	5.00	150.00	30											
Ink, Refill, Epson, 70ml, color black, T6641	30	bottle	300.00	9,000.00	30											
Ink, Refill, Epson, 70ml, Color Blue/Cyan, T6642	15	bottle	300.00	4,500.00	15											
Ink, Refill, Epson, 70ml, color Magenta, T6643,	15	bottle	300.00	4,500.00	15											
Ink, Refill, Epson, 70ml, color Yellow, T6644	15	bottle	300.00	4,500.00	15											
Folder, Ordinary White Long	50	piece	6.00	300.00	50											
Folder, file, for A4size paper, 14pts	30	piece	2.00	60.00	30											
Photo paper, A4, non glossy (20pcs/pack)	10	pack	100.00	1,000.00	5			5								
Sub-Total				46,289.50												
Grand Total				80,289.50												

Prepared by:

DARIO P. LINA

Noted by:

DARIO P. LINA

Unit Head/Project Leader

Funds Available:

MYRNA S. PANCITO

Head, Budget Office

Date: **07/27/2020**

*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