

☒ Original PPMP

☐ Revised (Changed items, same budget)

☐ Supplemental



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



3-5-1546-2021-7-0-4

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) CY 2021

Unit/Office/Dept/Div: Department of Agronomy

Project Code: A.iii.a

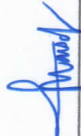
Purpose: For Office Supplies

Total Budget : 35,000.00

Funding : GF-MOOE

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
IT Supplies and Equipment																
Computer Printer, All-in-One/Multifunction Colored-Ink Tank	1	unit	11,000.00	11,000.00								1				
Sub-Total				11,000.00												
Laboratory Supplies																
Gloves, Nitrile, Large	2	box	500.00	1,000.00								2				
Sub-Total				1,000.00												
Office Supplies																
Tissue, Bathroom, 2 Ply, 12rolls/pack	30	pack	204.00	6,120.00												
Face Mask, Surgical, Disposable, 3-ply, 50 pcs/box	10	boxes	300.00	3,000.00								30				
Sign pen, 0.5mm ball needle point, Blue color, Liquid Gel Ink	10	pieces	90.00	900.00								10				
Pen, Ball, blue	50	pieces	10.00	500.00								10				
Sticky Note, 2 x 3, Yellow	5	pads	79.00	395.00								50				
Sign pen, Fine Tech, 0.3mm. blue	37	pieces	30.00	1,110.00								5				
Pen, Sign, .5mm, Gel-type, Blue	10	piece	35.00	350.00								37				
Toilet Bowl Cleaner, at least 1 gallon	1	gal	395.00	395.00								10				
Trash Bag (Garbage Bag), Small (11x11x24 inches), 10pcs/pack, Black	5	pack	25.00	125.00								1				
Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	5	pack	115.00	575.00								5				
Envelope, Expanding, with garter tie, brown, long	25	pc	15.00	375.00								25				

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
Envelope, Mailing, white, long, 500pcs/box	1	box	395.00	395.00								1				
Sub-Total				14,240.00												
Grand Total				26,240.00												

Prepared by: 
MILESA C. MARSADO

Noted by: 
ULYSSES A. CAGASAN
Unit Head/Project Leader

Funds Available: 

MYRNA S. PANCITO
Head, Budget Office

Date: 08/27/2021

*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