

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



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



161-5-1463-2021-4-0-2

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2021

Unit/Office/Dept/Div: **Director, Advance Research and Innovation Center**
 Project Code: **VSU-IP-2021-11**
 Purpose: **Procure materials needed for the conduct of research activities**

Total Budget : **1,135,000.00**
 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
Agricultural/Farm Supplies																
Fertilizer, Complete, (14-14-14), 50 kg-bag	2	box	1,400.00	2,800.00											1	1
Pots, Plastic, big	200	pcs	80.00	16,000.00											200	
Bagakay	200	pcs	6.00	1,200.00											200	
Sprayer, Knapsack	1	piece	2,800.00	2,800.00											1	
Rope	1	meters	30.00	30.00											1	
Watering Sprinkler Can	3	pcs	600.00	1,800.00											3	
"Lambo" twine, cotton fiber, 2mm x 100 m/roll	5	roll	150.00	750.00											3	2
Shipping Tag #1 (2 3/4" x 1 3/8 ") 500pcs/box	2	box	250.00	500.00											1	1
Thigh-high boots chest wader Size: Medium	2	pair	3,500.00	7,000.00											2	
Chopping Board (Plastic)	2	pcs	100.00	200.00											2	
trellising net	1	rolls	1,300.00	1,300.00											1	
Sub-Total				34,380.00												
Communication/Courier Services																
Courier services	5	unit	200.00	1,000.00										3	2	
Globe Prepaid Cell Card, 300Php	6	pc	330.00	1,980.00							3			3		
Smart Prepaid Cell Card, 300Php	6	pc	330.00	1,980.00								3			3	
Sub-Total				4,960.00												
Construction and Electrical Supplies																
Low Pressure Spray Gun Kit	1	unit	10,000.00	10,000.00							1					
Sub-Total				10,000.00												
Farm Tools and Equipment																

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
20 kg capacity white sack	24	piece	24.00	576.00											12	12
Wheelbarrow	1	unit	1,000.00	1,000.00											1	
Long Bolo/Liko/Haras with wood handle, curve end and no case	1	pcs	400.00	400.00											1	
Storage crate (jumbo) for vegetable harvest	5	pc	500.00	2,500.00												5
Sub-Total				4,476.00												
Fertilizers/Pesticide																
Fertilizer, Muriate of Potash (0-0-60), 50 kg-bag	2	bag	1,600.00	3,200.00											1	1
Fertilizer, Ammonium sulphate (21-0-0), 60 kg-bag	2	bag	1,100.00	2,200.00											1	1
Fertilizer, Urea (45-0-0), 50 kg-bag	2	bag	1,400.00	2,800.00											1	1
Iannate	3	packs	700.00	2,100.00											2	1
Sub-Total				10,300.00												
Laboratory Equipment																
Cryogenic tube with screw and cap	1	pack	22,550.00	22,550.00							1					
Reagent Bottle.	10	pc	300.00	3,000.00							5		5			
Microscope Eyepiece Reticle or Ocular Micrometer	1	pc	17,500.00	17,500.00							1					
Watch Glass	1	pack	1,500.00	1,500.00							1					
Graduated Pitcher	1	pc	1,000.00	1,000.00							1					
Wash Bottle, 250mL cap.	5	pc	200.00	1,000.00							2	2	1			
Beaker, Glass, 250mL	12	pc	400.00	4,800.00							12					
Erlenmeyer Flask, Glass, 250mL	24	pc	400.00	9,600.00							24					
Stirring Rod	12	pc	50.00	600.00							6	6				
Brush for cleaning 250mL Erlenmeyer Flask	3	pc	250.00	750.00							2	1				
Temperature-Humidity Data Logger	1	piece	2,000.00	2,000.00							1					
Calibration for Analytical Balances	1	unit	1,600.00	1,600.00								1				
Alcohol Burner	10	btl	170.00	1,700.00							3	3	3	1		
Micro pipette, with stand, P10 (0.5-10ul)	1	unit	8,060.00	8,060.00							1					
Micro pipette, with stand, P100 (10-100ul)	1	unit	8,060.00	8,060.00							1					
Micro pipette, with stand, P1000 (200-1000ul)	1	unit	8,060.00	8,060.00							1					
Sieve no.50 with cover and pan	1	sets	11,000.00	11,000.00							1					
Sub-Total				102,780.00												
Laboratory Supplies																
Sucrose	2	btl	1,000.00	2,000.00							1			1		

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
Nutrient Agar	5	btI	5,455.00	27,275.00							2	2	1			
Silver Nitrate, AgNO ₃	3	btI	15,000.00	45,000.00							1	1	1			
Calcium Chloride	3	kgs	1,500.00	4,500.00								1	1	1		
Calcium Chloride Dihydrate	3	btI	2,000.00	6,000.00								1	1	1		
Potassium dihydrogen phosphate, AR	1	gms	500.00	500.00							1					
Sodium Chloride	10	btI	750.00	7,500.00							2	2	2	2	2	
Test Tube, Glass, Graduated, 50mL	50	pieces	105.00	5,250.00							50					
96 well plates, polypropylene	1	pack	18,500.00	18,500.00							1					
Petri dish	50	pc	200.00	10,000.00							50					
Filter Paper	5	box	600.00	3,000.00							2	2	1			
Filter Paper, 12.5 cm. Ashless #42	5	boxes	1,150.00	5,750.00							2	2	1			
Test Tube Rack, 12 x 4 for 13 x 100mm test tubes	3	pcs	800.00	2,400.00							2	1				
Test Tube Racks, 12MM x 12Holes	3	pcs	600.00	1,800.00							1	1	1			
Laboratory film	5	roll	2,000.00	10,000.00							2	2	1			
Potato Dextrose Agar (PDA), 500 grams	2	btI	4,500.00	9,000.00							1	1				
Agar Agar	3	kilos	2,800.00	8,400.00							2	1				
Methanol 2.5L	3	btI	1,200.00	3,600.00							2	1				
Potassium Chloride, AR, 1000g	3	btI	2,500.00	7,500.00							1	1	1			
Potassium sulfate, K ₂ SO ₄	3	btIs	1,600.00	4,800.00							2	1				
Potato Starch	3	btI	4,000.00	12,000.00							1	1	1			
Test Tube Rack, 20 mm x 24 tubes	3	pc	800.00	2,400.00							1	1	1			
Yeast Extract, Powder, 250g/btl	1	btI	9,660.00	9,660.00							1					
Dextrose, Powder, AR, 250g/btl	1	btI	6,000.00	6,000.00							1					
Test Tube Rack, 13mm, 90 placer	3	pc	1,500.00	4,500.00							1	1	1			
Microtube Storage Racks	1	pack of 10's	5,000.00	5,000.00							1					
Disodium Hydrogen Phosphate Heptahydrate, AR, 500g/btl	3	btI	3,000.00	9,000.00							1	1	1			
Culture Tube, 70 mL capacity	2	Box of 50's	14,850.00	29,700.00							1	1				
Woven Filters, Nylon Mesh	2	pack of 10's	22,200.00	44,400.00							1	1				
Hydrophilic Membrane Filter	1	per 100 pcs.	20,000.00	20,000.00							1					

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
Pikovskaya Agar, Powder, 500g/btl	1	btl	30,500.00	30,500.00							1					
Alginic Acid Sodium Salt, Powder, 500g/btl	7	btl	29,250.00	204,750.00							3	3	1			
Standard Method Agar (PCA)	3	btl	4,500.00	13,500.00							1		1		1	
Sodium Hydroxide, AR 500G	3	btls	1,200.00	3,600.00							1	1	1			
Volumetric Flask 100ml	5	pc	800.00	4,000.00							3	2				
Dimethyl sulfoxide, Analytical reagent	2	L	2,500.00	5,000.00							1	1				
Buffer solution, pH 7, 1000 ml.	2	btl	1,000.00	2,000.00							1	1				
Delicate Task Wipes	10	boxes	800.00	8,000.00							2	2	2	2	2	
LB Broth	5	btl	1,150.00	5,750.00							2	2	1			
N95 Particulate Filter Respirator and Surgical Mask	1	box	10,000.00	10,000.00									1			
Ammonium Phosphate Dibasic	1	btl	1,000.00	1,000.00							1					
Ferrous Sulphate	1	btl	1,500.00	1,500.00							1					
Bacillus Agar Medium	1	btl	30,000.00	30,000.00							1					
Calcium Phosphate	1	btl	1,500.00	1,500.00							1					
Manganese Sulphate	1	btl	1,500.00	1,500.00							1					
Skim Milk	1	btl	5,000.00	5,000.00							1					
Alcohol, Denatured	10	gallons	253.00	2,530.00							2	2	2	2	2	
Graduated Cylinder, Glass, 250mL	5	pc	600.00	3,000.00							2	2	1			
Microscope Slides and cover slips	2	pieces	370.00	740.00							1	1				
Ethanol	5	btls	1,800.00	9,000.00							3	2				
Gloves, Nitrile, Medium	5	box	500.00	2,500.00							1	1	1	1	1	
Alcohol, Ethyl, 95% (Tech)	20	liters	115.00	2,300.00							4	3	3	4	3	3
Hexane 2.5L	3	btl	2,500.00	7,500.00							1	1	1			
1000 ?L pipette tips (Blue)	5	unit	350.00	1,750.00							2	2	1			
5000 ul pipette tips (Neutral)	1	unit	500.00	500.00							1					
200 ul Standard tip graduated (Yellow)	5	unit	500.00	2,500.00							2	2	1			
Sterile Syringe Filters Nylon 25 mm Diameter 0.45 um Pore Size Individually Packaged 10/pk	5	packs	2,000.00	10,000.00							2	2	1			
3 layer Non-woven surgical face mask	10	boxes	200.00	2,000.00							2	2	2	2	2	
500 ml Type 1, class A borosilicate glass Beaker	5	pcs	700.00	3,500.00							3	2				
1000 ml Type 1, class A borosilicate glass Beaker	5	pcs	1,000.00	5,000.00							3	2				
50 mL High Clarity PP Centrifuge Tube, Conical Bottom, Sterile, 25/Bag	5	bags	1,250.00	6,250.00							3	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
Test tube/ Bottle Cleaning Brush	3	pcs	100.00	300.00							1	1	1			
Gloves, Nitrile, Small	10	box	500.00	5,000.00							2	2	2	2	2	
Test Tube (Small), Glass, 12 x 75mm	50	pc	200.00	10,000.00							50					
Test Tube (Medium), Glass, 15 x 125mm	50	pc	250.00	12,500.00							50					
Microcentrifuge Tubes (1.5mL Capacity)	3	pack	1,000.00	3,000.00							1	1	1			
Microcentrifuge Tubes (2.0mL Capacity)	3	pack	2,000.00	6,000.00							1	1	1			
Labware Detergent or Laboratory Dishwashing Liquid	5	btl	2,500.00	12,500.00							1	1	1	1	1	
Micropipette Tip, 10 uL	5	pack	600.00	3,000.00							1	1	1	1	1	
Erlenmeyer Flask, Glass, 500mL	24	pcs	1,000.00	24,000.00							24					
Beaker, Glass, 2000mL	5	pc	1,000.00	5,000.00							5					
Beaker, Glass, 100mL	24	pc	500.00	12,000.00							24					
High Precision Stainless Steel Digital Vernier Caliper	1	pc	2,500.00	2,500.00							1					
Laboratory Weighing Boats	1	pieces	1,000.00	1,000.00							1					
Dry Heat Sterilizer, IR 002, 28L	1	pc	9,000.00	9,000.00							1					
Lab Gown Long Sleeves M	3	pcs	500.00	1,500.00							2	1				
Volumetric Flask 50ml	5	pc	500.00	2,500.00							5					
Inoculating Loop Stainless Steel	2	pack of 10's	1,200.00	2,400.00							1	1				
Stainless Steel Laboratory Microspatula	10	pieces	150.00	1,500.00							5	5				
Dessicator, Glass	1	pc	14,000.00	14,000.00							1					
Glycerol	1	btl	8,450.00	8,450.00							1					
Pipette Tips (20 ul)	5	packs	500.00	2,500.00							2	2	1			
0.5-10 ?L pipette tips (white)	1	unit	1,000.00	1,000.00							1					
Reagent Bottle 250mL	5	pcs	400.00	2,000.00							3	2				
Reagent Bottle 500mL	10	pcs	500.00	5,000.00							5	5				
Volumetric Flask 25mL	12	pcs	550.00	6,600.00							12					
Glacial Acetic Acid	3	btl	3,500.00	10,500.00							1	1	1			
Silver	1	btl	15,000.00	15,000.00							1					
Sub-Total				890,855.00												
Medical & Dental Supplies & Equipment																
Disposable syringewith needle, 3cc G-23	1	Box of 100's	650.00	650.00							1					
Sub-Total				650.00												

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
Office Supplies																
Air Freshener, Scented Gel, at least 180g, Lemon/Orange Scent	3	pcs	192.00	576.00							1	1	1			
Alcohol, Ethyl, 70% solution, 500mL	12	btls	125.00	1,500.00							2	2	2	2	2	2
Basin, Utility, Durable Plastic, Size: at least 18" 15 x 45cm, any Color	3	pcs	230.00	690.00							2	1				
Calculator, desktop-type, 12 digits, 2-way power, plastic keys	1	unit	530.00	530.00							1					
Cartolina, US, Black, at least 160gsm	2	pcs	14.00	28.00											1	1
Cartolina, Vellum, White, at least 180gsm	5	pcs	35.00	175.00							1	2		1		1
Cleaner, Glass, 500mL, any scent	5	btls	198.00	990.00							2		2		1	
Clip, Metal Bulldog, 2" (approx. 50.8mm), 12 pcs/box	3	boxes	76.00	228.00							1		1		1	
Clip, Double Binder, 1-1/4" (approx. 32mm), Black, 12 pcs/box	3	boxes	28.00	84.00							1		1		1	
Correction Tape, 8m x 5mm wide	5	pc	40.00	200.00							2		2		1	
Desk Tray, Metal, Double, Black, Dimension: approx. 18 x 25 x 38cm	2	pcs	500.00	1,000.00							2					
Soap, Dishwashing, Liquid, 250mL	12	btls	150.00	1,800.00							2	2	2	2	2	2
Dust Bin (Trash Bin), durable plastic, w/ swing-type cover, approx. 25L capacity	3	pcs	300.00	900.00							3					
Envelope, Document, Brown, 150 lbs, Long	12	pc	7.00	84.00							6			6		
Envelope, Expanding, with garter tie, brown, short	24	pc	11.00	264.00							6		6	6		6
Envelope, Mailing, white, long, 500pcs/box	1	box	395.00	395.00							1					
Fastener, Paper, non-rust metal, 50 sets/box	2	boxes	50.00	100.00							1			1		
Folder, Morocco, Long, w/ plastic binder, Brown	12	pieces	18.00	216.00							3		3	3		3
Folder, Pressboard, US, Green, Long	12	pcs	30.00	360.00							6			6		
Hand Sprayer, plastic, 300 ml cap.	5	pieces	150.00	750.00							2		2		1	
Hand Towel, cloth, cotton, 12 pcs/pack	3	piece	258.00	774.00							1		1		1	
Ink, Refill, for Whiteboard Marker, Black, 30mL	1	btls	165.00	165.00							1					
Lever Arch File Folder, Vertical, with Ring Binder & Metal Finger Pull, Size: 3", A4 (Black)	1	pcs	140.00	140.00							1					
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Single)	5	pcs	100.00	500.00							3	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
Meter Stick, wood, 100 cm, yellow background w/ black markings	3	pieces	150.00	450.00											2	1
Morocco board, A4, 100pcs/ream, 230 gsm, for cover, white	1	ream	450.00	450.00							1					
Multi-Insect Killer Spray, 250mL	3	tubes	200.00	600.00							1		1		1	
Multi-Purpose Cleaner, Liquid, 1000mL, any scent	5	btls	205.00	1,025.00							1	1	1	1	1	
Net bags, fish net, 13" x 13"	100	pc	19.00	1,900.00											50	50
Sticky Note, 3 x 3, Yellow	3	pads	84.00	252.00							1		1		1	
Numbering machine, 12 digits w/ letter	1	piece	1,000.00	1,000.00							1					
Nylon Twine 1 kg white	5	roll	75.00	375.00											3	2
Paper, Bond, A4, S-24, 80 gsm	15	reams	289.00	4,335.00							5		5			5
Paper, Bond, Short, S-24, 80 gsm	5	reams	277.00	1,385.00							2		2		1	
Paper, Bond, Long, S-24, 80 gsm	3	reams	328.00	984.00							1		1		1	
Paper, Manila	24	pcs	6.00	144.00											12	12
Paper, Photo, high gloss, A4, 230G, 20 shts/pack	2	pack	250.00	500.00										1		1
Pen, Highlighter, yellow	2	pieces	45.00	90.00							1			1		
Pen, Ball, blue	12	pieces	10.00	120.00							3		3	3		3
Pen, Sign, .5mm, Gel-type, Blue	12	piece	35.00	420.00							3		3	3		3
Pen, Whiteboard Marker, black	5	pieces	50.00	250.00							2		2		1	
Pencil, Lead, #2, w/ eraser	12	pieces	10.00	120.00							4				4	4
Puncher, #10	1	pieces	155.00	155.00							1					
PVC Plastic Cover 100pcs per Pack A4 size 0.2mm	1	packs	750.00	750.00										1		
Record Book, Big, 500 pages	3	pcs	115.00	345.00							2			1		
Ring Binder, plastic, 84 10mm, 3/8" black	12	pieces	10.00	120.00									6			6
Ring Binder, plastic, 84 14mm, 5/8" black	24	pieces	18.00	432.00									12			12
Rubberband, #18, 350 gms/box	2	boxes	270.00	540.00							1	1				
Ruler, Plastic, 12"	2	pieces	15.00	30.00								1	1			
Scissors, 8" heavy duty, good quality	2	pieces	75.00	150.00							2					
Spin Mop, w/ stainless steel wringer bucket, w/ durable & ergonomical PP plastic mop handle, 360deg. spin microfiber mop head, 180deg. flexible mop pole	1	pcs	1,500.00	1,500.00							1					
Staple wire remover	1	pieces	40.00	40.00							1					
Staple Wire, #35	5	boxes	30.00	150.00							1	1	1	1	1	
Paper Bag, Brown, Medium #5	5	pack	120.00	600.00											3	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
Transparent Ziplock Bags (14 x 20cm)	3	bags	150.00	450.00							2	1				
Soap, hand, liquid, 250 ml	12	btls	135.00	1,620.00							2	2	2	2	2	2
Index Tab, PVC self adhesive 6" x 1", 25pcs/box	1	set	78.00	78.00							1					
Cable Tie, 8", 100 pcs/pack	1	packs	110.00	110.00							1					
Acetate, transparent, guage #6, approx. 50m/roll	1	rolls	1,525.00	1,525.00							1					
Soft Broom (Tambo) 200g minimum, heavy duty	2	pcs	125.00	250.00							1			1		
Transparent Tape (1")	12	rolls	25.00	300.00							2	2	2	2	2	2
Envelope, Brown, long, good quality	12	pcs	5.00	60.00							3		3	3		3
Ink, Epson Premium Dye Ink, 1 liter, black	1	btls	1,700.00	1,700.00							1					
Ink, Epson Premium Dye Ink, 1 liter, Yellow	1	btls	1,700.00	1,700.00							1					
Ink, Epson Premium Dye Ink, 1 liter, magenta	1	btls	1,700.00	1,700.00							1					
Folder, Ordinary, A4	1	pcs	7.00	7.00							1					
Envelope, brown, ordinary, A4 size	12	pcs	10.00	120.00							3		3	3		3
Polyethylene Bag, autoclavable, 8" x 12" x .002	5	kgs	200.00	1,000.00							2	2	1			
Polyethylene Bag, autoclavable, 10" x 16" x .002	5	kgs	200.00	1,000.00							2	2	1			
Bleach, Liquid, 99.9% Antibac, 3785 mL	2	gallon	250.00	500.00							1			1		
Trash Bag (Garbage Bag), Medium (13x13x32 inches), 10pcs/pack, Black	3	pack	40.00	120.00							1		1		1	
Tape, Masking, 1" x 25 yards	24	rolls	48.00	1,152.00							4	4	4	4	4	4
Stapler, HD No.35	2	pc	350.00	700.00							1			1		
Tape Dispenser, 1" tape, big core, any color	1	pcs	115.00	115.00							1					
Tape, Double Sided, 1" x 10m	1	rolls	35.00	35.00							1					
Tape, Duct, 2" x 25m, Black/Grey	2	rolls	180.00	360.00							1			1		
Tissue, Bathroom, 2 Ply, 12rolls/pack	10	pack	204.00	2,040.00							2	2	2	2	1	1
Pen, Permanent Marker, JUMBO black	3	pieces	120.00	360.00							1	1	1			
Pen, Permanent Marker, black, broad tip	3	pieces	60.00	180.00							1	1	1			
Sub-Total				48,843.00												
Grand Total				1,107,244.00												

Prepared by:

CHINELO M. CARDANO

Noted by:

ANABELLA B. TULIN
Unit Head/Project Leader

Funds Available:

MYRNA S. PANCITO
Head, Budget Office

Date: **06/04/2021**

*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