

- ☒ 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 2022**

Unit/Office/Dept/Div: **Technology Business Incubator**

Project Code: **20201050-10.115**

Purpose: **To purchase of equipment, supplies and materials for DA-BAR TBI project use**

Total Budget : **3,179,716.00**

Funding : **TF**

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>Communication/Courier Services</b>																
Smart Prepaid Cell Card, 500Php	16	pc	550.00	8,800.00		16										
<b>Sub-Total</b>				<b>8,800.00</b>												
<b>Laboratory Equipment</b>																
Spray Dryer	1	set	1,500,000.00	1,500,000.00		1										
Water Retort	1	set	900,000.00	900,000.00		1										
Chest Freezer	4	unit	45,000.00	180,000.00		4										
<b>Sub-Total</b>				<b>2,580,000.00</b>												
<b>Office Equipment</b>																
3 Hp Split Type Air-Conditioner	3	unit	80,000.00	240,000.00		3										
Conference room speaker with microphones and mixer(1 set)	1	set	49,000.00	49,000.00		1										
Swivel Chair, high quality	6	unit	8,000.00	48,000.00		6										
Chrome gang chair, 4 seater	2	unit	8,500.00	17,000.00		2										
File Cabinet	4	unit	10,000.00	40,000.00		4										
<b>Sub-Total</b>				<b>394,000.00</b>												
<b>Office Furniture &amp; Fixture</b>																
Conference table with chair	1	set	56,000.00	56,000.00		1										
Office table, good quality	6	unit	9,500.00	57,000.00		6										
<b>Sub-Total</b>				<b>113,000.00</b>												
<b>Office Supplies</b>																
Alcohol, Ethyl, 70% solution, 500mL	25	btls	125.00	3,125.00		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
Sign pen, 0.5mm ball needle point, Blue color, Liquid Gel Ink	50	pieces	90.00	4,500.00		50										
Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	10	pack	115.00	1,150.00		10										
Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	20	pack	125.00	2,500.00		20										
Notebook, Spiral 60 leaves	300	pcs	23.00	6,900.00		300										
Notebook, spiral, 80 leaves	200	pieces	26.00	5,200.00		200										
Pen, Ball, blue	600	pieces	10.00	6,000.00		600										
Pencil, Lead, #2, w/ eraser	600	pieces	10.00	6,000.00		600										
Paper, Bond, A4, S-24, 80 gsm	30	reams	289.00	8,670.00		30										
Paper, Bond, Long, S-24, 80 gsm	30	reams	328.00	9,840.00		30										
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double)	25	pcs	195.00	4,875.00		25										
File Organizer (Accordion), Expanding, w/ 13 inside pockets & index tabs, Legal	12	pieces	368.00	4,416.00		12										
<b>Sub-Total</b>				<b>63,176.00</b>												
<b>Grand Total</b>				<b>3,158,976.00</b>												

Prepared by:

**DINDO M. VALEROSO**

Noted by:

**ALAN B. LORETO**  
Unit Head/Project Leader

Funds Available:

**NICK FREDDY R. BELLO**  
Head, Accounting Office

Date: **01/05/2022**

\*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