

☒ Original PMP

☐ Revised (Changed items, same budget)

☐ Supplemental



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

SCAN HERE



PPMP-2022-0819-56689

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2023

Unit/Office/Dept/Div: **Department of Biological Sciences**

Project Code: **DBS (A.III.A) 2023**

Purpose: **Office & Laboratory Use**

Total Budget : **35,000.00**

Funding : **GF-MOOE**

PPMP #: **5-5-2097-2023-7-0-0**

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																
herbicide/weed control	4	liters	1,000.00	4,000.00	1		1		1		1					
Sub-Total				4,000.00												
Fuel & Lubricants																
Gasoline, Unleaded	31	L	90.00	2,790.00								20		11		
Sub-Total				2,790.00												
Hardware																
Door Knob	1	piece	1,000.00	1,000.00	1											
Sub-Total				1,000.00												
Mapping & Surveying Materials																
Battery, Energizer Rechargeable Double AA	3	pieces	487.00	1,461.00	3											
Sub-Total				1,461.00												
Office Supplies																
Soap, Dishwashing, Liquid, 250mL	5	btls	150.00	750.00	5											
Toilet Bowl Cleaner, at least 1 gallon	3	gal	395.00	1,185.00	3											
Multi-Purpose Cleaner, Liquid, 1000mL, any scent	2	btls	205.00	410.00	2											
Sticky Note, 3x5 Colored	10	pads	50.00	500.00	10											
Memo Notebooks, 60 leaves	2	pieces	22.00	44.00	2											
Eraser, whiteboard, magnetic flannel	3	pc	60.00	180.00	3											
Rags, large, good quality, size 24"x15", water absorbent	5	pcs	40.00	200.00	5											
Puncher, 2 holes, heavy duty	2	pieces	155.00	310.00	2											
Pen, Permanent Marker, black, fine tip	10	pieces	60.00	600.00	10											

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
Pen, Permanent Marker, red, fine tip	10	pieces	60.00	600.00	10											
Pen, Permanent Marker, blue, fine tip	10	pieces	60.00	600.00	10											
Pen, Whiteboard Marker, blue,	10	pieces	50.00	500.00	10											
Pen, Ball, red	20	pieces	10.00	200.00	20											
Index Tab, transparent, self-adhesive, transparent, 5sets/box	10	boxes	65.00	650.00	10											
Sub-Total				6,729.00												
Grand Total				15,980.00												

Prepared by: ANITA F. GOFREDO
Clerk

Noted by: ANALYN M. MAZO
Unit Head/Project Leader

Noted By: ALICIA M. FLORES
Head, Budget Office
Date: 08/25/2022

<> *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, Laboratory Supplies, IT Equipment, Construction & Electrical Supplies, Farm & Agricultural Supplies, Feeds & Feed Ingredients, Medical & Dental Supplies, Auto Supplies