

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



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



59-5-814-2021-5-0-1

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2021

Unit/Office/Dept/Div: **Office of the Vice President for Admin. & Finance**
 Project Code: **Management Information System (MITHI 3.9M)**
 Purpose: **For MIS use**

Total Budget : **200,000.00**
 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
Office Supplies																
Disinfectant Spray, 340g	15	can	465.00	6,975.00								15				
Alcohol, Ethyl, 70% solution, 500mL	52	btls	125.00	6,500.00								52				
Tissue, Bathroom, 2 Ply, 12rolls/pack	20	pack	204.00	4,080.00								20				
Paper, Bond, A4, S-24, 80 gsm	180	reams	289.00	52,020.00								180				
Kitchen paper towel	51	pack	45.00	2,295.00								51				
Pen, Whiteboard Marker, black	30	pieces	50.00	1,500.00								30				
Pen, Sign, .5mm, Gel-type, Blue	40	piece	35.00	1,400.00								40				
Binder Clip, 2", black	50	pcs	8.50	425.00								50				
Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	20	tubes	220.00	4,400.00								20				
Folder, Sliding, Plastic, w/ Binder, A4, Transparent	60	piece	10.00	600.00								60				
Folder, Pressboard, US, Green, Short	100	pcs	29.00	2,900.00								100				
Folder, Pressboard, US, Blue, Long	100	pieces	30.00	3,000.00								100				
Folder, Pressboard, US, Long, Pink/Maroon	100	piece	30.00	3,000.00								100				
My-Gel Gel Ink Pen refill 0.5mm, Blue	30	piece	25.00	750.00								30				
Transparent Tape (1")	60	rolls	25.00	1,500.00								60				
Transparent Tape (2")	30	rolls	40.00	1,200.00								30				
Tape, Duct, 2" x 25m, Black/Grey	15	rolls	180.00	2,700.00								15				
Correction Tape, 10 meters	30	pcs	32.00	960.00								30				
Glue Gun, Big (approx. 7x18x 28cm)	3	pcs	355.00	1,065.00								3				
Glue Stick, Big, for Glue Gun	60	pieces	10.00	600.00								60				

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
Multi-Purpose Glue, 130 g	15	btl	60.00	900.00								15				
Puncher, Heavy Duty	10	pieces	450.00	4,500.00								10				
Record Book, Big, 500 pages	15	pcs	115.00	1,725.00								15				
Transparency Film, A4, 100pcs/pack	6	pack	372.00	2,232.00								6				
Bleach, Liquid, 99.9% Antibac, 3785 mL	10	gallon	250.00	2,500.00								10				
Fabric Conditioner, 4L, any scent	10	gallon	1,210.00	12,100.00								10				
Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	15	pack	115.00	1,725.00								15				
Wall Clock	4	pc	800.00	3,200.00								4				
Broom, Soft (Tambo), Large, Heavy Duty	10	pcs	250.00	2,500.00								10				
Paper, Bond, Long, S-24, 80 gsm	100	reams	328.00	32,800.00								100				
Stapler, HD No.35	10	pc	350.00	3,500.00								10				
Staple Wire, #35	40	boxes	30.00	1,200.00								40				
Paper, Bond, A3, S-24, 80 gsm	15	reams	580.00	8,700.00								15				
Tape, Masking, 1" x 25 yards	30	rolls	48.00	1,440.00								30				
Pen, Highlighter, yellow	15	pieces	45.00	675.00								15				
Pen, Highlighter, orange	15	pieces	46.00	690.00								15				
Paper, Laid 8 x 13 90gsm Ivory	3	boxes	1,415.00	4,245.00								3				
Paper, Laid 8 x 13 90gms Conqueror Peach	3	box	1,415.00	4,245.00								3				
Paper, Laid 8 x 13 90gsm Apple Green	3	boxes	1,025.00	3,075.00								3				
Tape, Packaging, 2" x 100 yards, Tan	20	rolls	55.00	1,100.00								20				
Floor Mop with wooden handle, heavy duty	10	pcs	240.00	2,400.00								10				
Staple wire remover, Plier type, Metal	10	piece	100.00	1,000.00								10				
Soap, hand, liquid, 250 ml	20	btls	135.00	2,700.00								20				
Soap, Dishwashing, Liquid, 250mL	15	btls	150.00	2,250.00								15				
Soap, Toilet, regular size	20	pieces	35.00	700.00								20				
Sub-Total				199,972.00												
Grand Total				199,972.00												

Prepared by: 
TONI MARC L. DARGANTES

Noted by: 
REMBERTO A. PATINDOL
Unit Head/Project Leader

Funds Available: 
MYRNA S. PANCITO
Head, Budget Office

Date: **06/03/2021**