

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



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



157-5-815-2022-7-0-0

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2022

Unit/Office/Dept/Div: **Office of the Director of the Center for Continuing Education**

Project Code: **CCE-2022**

Purpose: **For office use**

Total Budget : **100,000.00**

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
Construction and Electrical Supplies																
Extension Cord Set with Individual Switch 5 Gang, at least 1.80 meter wire	2	pcs	700.00	1,400.00	2											
Sub-Total				1,400.00												
Hardware																
Bidet spray toilet bidet rinse set, Heavy Duty	4	piece	2,000.00	8,000.00	4											
Fluorescent Tube, 32 watts, (Circular)	8	pc	400.00	3,200.00	8											
Sub-Total				11,200.00												
IT Supplies and Equipment																
External Hard Disk Drive (Portable, 1TB), USB 3.1	2	unit	3,000.00	6,000.00	2											
Printer, Tank Ink System, 3 in 1 (Print, Scan, Copy)	1	unit	11,000.00	11,000.00	1											
Toner kit, TASKALFA 180, TK-439	1	tube	7,300.00	7,300.00	1											
Flatbed Scanner	1	unit	5,000.00	5,000.00	1											
Sub-Total				29,300.00												
Labor Services																
Aircon, Maintenance CCE	1	unit	15,000.00	15,000.00	1											
Sub-Total				15,000.00												
Office Furniture & Fixture																
Office Table	2	pc	4,000.00	8,000.00	2											
Sub-Total				8,000.00												
Office Supplies																
Paper, Bond, A4, S-20, 70 gsm	20	reams	253.00	5,060.00	20											

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
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Single)	15	pcs	100.00	1,500.00	15											
Mop Rug, Heavy Duty, 100% cotton	3	pieces	90.00	270.00	3											
Mop Handle, Plastic	2	pieces	145.00	290.00	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											
Wet and dry vacuum cleaner	1	pc	5,000.00	5,000.00	1											
Sub-Total				13,620.00												
Vehicle Supplies																
Diesel fuel	240	liters	50.00	12,000.00	240											
Sub-Total				12,000.00												
Grand Total				90,520.00												

Prepared by: Angelica P. Baldos
ANGELICA P. BALDOS

Noted by: Angelica P. Baldos
ANGELICA P. BALDOS
Unit Head/Project Leader

Funds Available: Humanity
MYRNA S. PANCITO
Head, Budget Office

Date: 08/31/2021

*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