

- ☒ Original PPM
- ☐ 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: **Bids and Awards Committee**
 Project Code: **VSU COA-2022**
 Purpose: **FOR OFFICE USE**

Total Budget : 80,000.00
 Funding : **GF-MOOE**
 PPMP #: **112-5-1671-2022-5-0-0**



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
IT Supplies and Equipment																
Ink, Epson 003,Genuine Black 65ml	20	btl	350.00	7,000.00								20				
Ink, EPSON 003,Genuine Cyan 65ml	5	btl	350.00	1,750.00								5				
Ink, EPSON 003,Genuine Magenta 65ml	5	btl	350.00	1,750.00								5				
Ink, EPSON 003,Genuine Yellow 65ml	5	btl	350.00	1,750.00								5				
Ink Cartridge, HP680, black	2	pcs	465.00	930.00								2				
Ink, Epson, genuine, (BK) T664, 70 ml	2	pieces	350.00	700.00								2				
Flash Drive, at least 32GB USB 3.0	1	piece	800.00	800.00								1				
Mouse, Wired, Optical, USB	1	pieces	210.00	210.00								1				
Sub-Total				14,890.00												
Office Supplies																
Stapler, HD No.35	3	pc	350.00	1,050.00								3				
Puncher, Heavy Duty	2	pieces	450.00	900.00								2				
Sharpener, Pencil Heavy Duty good qty	1	pieces	350.00	350.00								1				
Gel Ink Sign Pen 0.5, black	20	pcs	25.00	500.00								20				
Gel Ink Sign Pen 0.5, blue	20	pcs	25.00	500.00								20				
Gel Ink Sign Pen 0.5, red	20	pcs	25.00	500.00								20				
Soft Broom (Tambo) 200g minimum, heavy duty	2	pcs	220.00	440.00								2				
Paper Clips Small Vinyl (33MM)	2	Box of 100's	35.00	70.00								2				
Paper Clips Small Vinyl (50mm)	2	Box of 100's	40.00	80.00								2				

General Description	Quantity	Unit	UnitCost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Toilet Bowl Cleaner, at least 1 gallon	2	gal	395.00	790.00							2					
Alcohol, Ethyl, 70% solution, 500mL	5	btl	125.00	625.00							5					
Soap, Detergent, Powder, 1 kilo/pack, any scent	1	kl	105.00	105.00							1					
Disinfectant Cleaner, multi-surface, scented	2	gal	420.00	840.00							2					
Disinfectant Spray, 170g	1	can	280.00	280.00							1					
Paper Cutter Knife, 6" steel blade, plastic handle, good quality	2	pcs	150.00	300.00							2					
Envelope, Mailing, white, long, 500pcs/box	1	box of 50's	395.00	395.00							1					
Sub-Total				7,725.00												
Grand Total				22,615.00												

Prepared by:


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Noted by:


JESSAMINE C. ECLEO
Unit Head/Project Leader

Noted By:


ALICIA M. FLORES
Head, Budget Office

Date: 06/28/2022

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