



6-5-534-2021-8-0-0



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

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

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2021

Unit/Office/Dept/Div: **Department of Computer Science and Technology**

Project Code: **dcst-2021**

Purpose: **Needed for the department.**

Total Budget : **52,118.00**

Funding : **GF- MOOE**

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Construction and Electrical Supplies																
LED Tube, 16 watts	13	sets	600.00	7,800.00	13											
Sub-Total				7,800.00												
IT Supplies and Equipment																
RISO Ink	2	box	2,300.00	4,600.00	2											
RISO Master Roll	2	box	1,320.00	2,640.00	2											
Ink, Epson, genuine, (BK) T664, 70 ml	3	pieces	350.00	1,050.00	3											
Ink, Epson, genuine (C) T664, 70 ml	4	pieces	350.00	1,400.00	4											
Ink, Epson, genuine, (Y) T664, 70 ml	4	pieces	350.00	1,400.00	4											
Ink, Epson, genuine (M) T664, 70 ml	2	pieces	350.00	700.00	2											
Sub-Total				11,790.00												
Office Supplies																
Paper, Bond, A4, S-20, 70 gsm	22	reams	253.00	5,566.00	22											
Paper, Bond, Long, S-24, 80 gsm	22	reams	328.00	7,216.00	22											
Paper, Mimeo, WW, Short, S-18	15	reams	182.00	2,730.00	15											
Paper, Mimeo, WW, Long, S-18	15	reams	218.00	3,270.00	15											
Toilet Bowl and Urinal Cleaner, at least 500mL	10	btls	125.00	1,250.00	10											
Ink, Refill, for Whiteboard Marker, Black, 30mL	5	btls	165.00	825.00	5											
Pen, Whiteboard Marker, black	20	pieces	50.00	1,000.00	20											
Soap, Detergent, Powder, 1 kilo/pack, any scent	4	kl	105.00	420.00	4											
Disinfectant Cleaner, multi-surface, scented	4	gal	300.00	1,200.00	4											

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General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Bathroom Deodorizer, with holder, at least 100g, any scent	10	pcs	60.00	600.00	10											
Cleaner, Glass, 500mL, any scent	2	btls	198.00	396.00	2											
Air Freshener, Scented Gel, at least 180g, Lemon/Orange Scent	4	pcs	192.00	768.00	4											
Alcohol, Ethyl, 70% solution, 500mL	17	btls	125.00	2,125.00	17											
Disinfectant Spray, 170g	3	can	280.00	840.00	3											
Mop rug, heavy duty 100% cotton	6	pieces	50.00	300.00	6											
Mop Handle, aluminum, screw type, heavy duty, at least 4 ft long	6	pieces	500.00	3,000.00	6											
Eraser, whiteboard, magnetic flannel	5	pc	60.00	300.00	5											
Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	3	pack	125.00	375.00	3											
Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	2	pack	115.00	230.00	2											
Sub-Total				32,411.00												
Grand Total				52,001.00												

Prepared by:

RAFAEL B. VERGARA

Noted by:

WINSTON M. TABADA
Unit Head/Project Leader

Funds Available:

MYRNA S. PANCITO
Head, Budget Office

Date: **09/21/2020**

*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

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