

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



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

SCAN HERE



PPMP-2022-0830-58392

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
 CY 2023

Unit/Office/Dept/Div: **Department of Meteorology**
 Project Code: **DMet - 2023**
 Purpose: **Office use**

Total Budget : **180,000.00**
 Funding : **GF-MOOE**
 PPMP #: **103-5-5-2023-7-0-0**


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
Accommodation																
Board and Lodging for two Resource Persons	4	day	1,200.00	4,800.00		4										
Sub-Total				4,800.00												
Construction and Electrical Supplies																
Sliding glass door with installation	2	pc	2,200.00	4,400.00	2											
Sub-Total				4,400.00												
Food & Food Ingredients																
Meals/Lunch	30	packs	150.00	4,500.00			30									
Snacks	50	set	50.00	2,500.00				50								
Sub-Total				7,000.00												
IT Supplies and Equipment																
Ink, Brother BT5000C Cyan	1	btls	500.00	500.00						1						
Ink, Brother BT5000M Magenta	1	btls	500.00	500.00						1						
Ink, Brother BT5000Y Yellow	1	btls	500.00	500.00						1						
Ink, Brother BTD60BK, Black	1	btls	500.00	500.00						1						
Lapel Voice Amplifier	3	unit	800.00	2,400.00				3								
Sub-Total				4,400.00												
Office Equipment																
portable sound system	1	set	16,000.00	16,000.00	1											
Sub-Total				16,000.00												
Office Furniture & Fixture																
Sala set	1	set	25,000.00	25,000.00	1											

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
Sub-Total				25,000.00												
Office Supplies																
Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	5	box of 50's	30.00	150.00	5											
Fastener, Paper, non-rust metal, 50 sets/box	5	boxes	50.00	250.00	5											
Folder, Pressboard, US, Green, Long	50	pcs	30.00	1,500.00	50											
Hand Sprayer, plastic, 300 ml cap.	5	pieces	150.00	750.00	5											
Ink, Refill, for Permanent Marker, Black, 30mL	2	btls	115.00	230.00	2											
Ink, Refill, for Permanent Marker, Blue, 30mL	2	btls	115.00	230.00	2											
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Single)	24	pcs	100.00	2,400.00		24										
Multi-Insect Killer Spray, 600mL	2	tubes	600.00	1,200.00		2										
Paper, Bond, A4, S-24, 80 gsm	12	reams	289.00	3,468.00			12									
Pen, Permanent Marker, blue, fine tip	2	pieces	60.00	120.00		2										
Pen, Permanent Marker, black, fine tip	2	pieces	60.00	120.00		2										
Pen, Permanent Marker, red, fine tip	2	pieces	60.00	120.00		2										
Puncher, Heavy Duty	2	pieces	450.00	900.00		2										
Record Book, Big, 300 pages	12	pcs	110.00	1,320.00		12										
Sign pen, Fine Tech, 0.3mm. blue	12	pieces	30.00	360.00		12										
Ready-Made Curtain (RMC), Cream color	14	pc	450.00	6,300.00			14									
Folder, Ordinary, A4	50	pcs	7.00	350.00			50									
Gel Ink Sign Pen 0.5, blue	12	pcs	25.00	300.00			12									
Gel Ink Sign Pen 0.5, red	12	pcs	25.00	300.00			12									
Transparent Tape (1")	6	rolls	25.00	150.00			6									
Transparent Tape (2")	2	rolls	40.00	80.00			2									
Ready made curtain (mint green)	4	pcs	450.00	1,800.00			4									
Tape, Packaging, 2" x 100 yards, Tan	3	rolls	75.00	225.00			3									
Sub-Total				22,623.00												
Printing Services																
Tarpaulin printing	8	sq. ft	30.00	240.00			2			2		2			2	
Sub-Total				240.00												
Trainings																
Token	10	bag	1,000.00	10,000.00			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
Accommodation and Meals	1	pc	5,000.00	5,000.00			1									
Sub-Total				15,000.00												
Transportation																
Vehicle rental	2	day	6,000.00	12,000.00							1				1	
Sub-Total				12,000.00												
Grand Total				111,463.00												

Prepared by: 
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Noted By: 
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 Head, Budget Office

Date: 08/30/2022

<> *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