

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



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



107-5-834-2022-7-0-0

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2022

Unit/Office/Dept/Div: **Renewable Energy Research Center**

Project Code: **NCERC-OC (Office of RERC)**

Purpose: **For the continuation of various office operations including maintenance of the building and cleanliness of the surroundings**

Total Budget : **150,000.00**

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
IT Supplies and Equipment																
Ink, Epson 003,Genuine Black 65mL	6	btl	350.00	2,100.00						6						
Ink, EPSON 003,Genuine Magenta 65mL	4	btl	350.00	1,400.00						4						
Ink, EPSON 003,Genuine Yellow 65mL	4	btl	350.00	1,400.00						4						
Ink, EPSON 003,Genuine Cyan 65mL	4	btl	350.00	1,400.00						4						
Ink, Epson, genuine, (BK) T664, 70 ml	6	pieces	350.00	2,100.00						6						
Printer, computer, continuous ink system, 4-in-1 (Print, Scan, Xerox copy, Fax with ADF)	1	unit	13,500.00	13,500.00						1						
Sub-Total				21,900.00												
Office Equipment																
Laminator Machine, A3	1	unit	2,800.00	2,800.00						1						
Sub-Total				2,800.00												
Office Supplies																
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Single)	8	pcs	100.00	800.00						8						
Index Tab, PVC self adhesive 6" x 1", 25pcs/box	12	set	78.00	936.00						12						
Laminating Film, A4, 100 shts/box, 250 microns	1	box	1,430.00	1,430.00						1						
Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	12	boxes	14.00	168.00						12						
Paper, Bond, Long, S-24, 80 gsm	5	reams	328.00	1,640.00						5						
Specialty board, short 8-1/2 x 11, 120 gsm, blue (10pcs/pack)	12	packs	65.00	780.00						12						
Pen, Sign, .5mm, Gel-type, Blue	36	piece	35.00	1,260.00						36						

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
Pen, Permanent Marker, black, fine tip	12	pieces	60.00	720.00						12						
Pen, Highlighter, yellow	6	pieces	45.00	270.00						6						
Pen, Ball, blue	24	pieces	10.00	240.00						24						
Pen, Sign, .5mm, Gel-type, Red	12	piece	35.00	420.00						12						
Tape, Masking, 1" x 25 yards	12	rolls	48.00	576.00						12						
Tape, Double Sided, 1" x 10m	24	rolls	35.00	840.00						24						
Tape, Duct, 2" x 25m, Black/Grey	6	rolls	180.00	1,080.00						6						
Alcohol, Ethyl, 70% solution, 500mL	24	btls	125.00	3,000.00						24						
Bathroom Deodorizer, with holder, at least 100g, any scent	12	pcs	60.00	720.00						12						
Broom, Soft (Tambo), Large, Heavy Duty	12	pcs	250.00	3,000.00						12						
Chlorine Granules, 1kg/pack	3	packs	85.00	255.00						3						
Soap, Detergent, Powder, 1 kilo/pack, any scent	12	kl	105.00	1,260.00						12						
Soap, Dishwashing, Liquid, 250mL	12	btls	150.00	1,800.00						12						
Fabric Conditioner, 4L, any scent	3	gallon	1,210.00	3,630.00						3						
Hand Sanitizer, Gel, Antibacterial, push-type, 250mL	6	btls	120.00	720.00						6						
Soap, Toilet, regular size	12	pieces	35.00	420.00						12						
Tissue, Bathroom, 2 Ply, 12rolls/pack	5	pack	204.00	1,020.00						5						
Nylon, #300, for grass cutter	10	kl	450.00	4,500.00						10						
Cleaner, Glass, 500mL, any scent	12	btls	198.00	2,376.00						12						
Floor Mop with wooden handle, heavy duty	6	pcs	240.00	1,440.00						6						
Sub-Total				35,301.00												
Grand Total				60,001.00												

Prepared by:

SUSANA B. MIÑOZA

Noted by:

ROBERTO C. GUARTE
Unit Head/Project Leader

Funds Available:

ALICIA M. FLORES
Head, Budget Office

Date: **09/13/2021**

*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