

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



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

SCAN HERE



PPMP-2022-0329-24225

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2022

Unit/Office/Dept/Div: Office of the Vice President for the Student Affairs and Services

Project Code: OVPSAS-GF-2022-Supplemental

Purpose: office use

Total Budget : 50,000.00

Funding : GF-MOOE

PPMP #: 133-5-614-2022-2-0-2

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
Hardwares																
LED Bulb, 13 watts, 87% Energy Saving	5	pcs	250.00	1,250.00						3	2					
Sub-Total				1,250.00												
IT Supplies and Equipment																
Epson 001 ink, Black, 127ml, Genuine	1	btls	600.00	600.00							1					
Epson 001 ink, Cyan, Genuine	1	btls	350.00	350.00							1					
Epson 001 ink, Magenta, Genuine	1	btls	350.00	350.00							1					
Epson 001 ink, Yellow, Genuine	1	btls	350.00	350.00							1					
Ink, Epson 003, Genuine Black 65mL	1	btl	350.00	350.00							1					
Ink, EPSON 003, Genuine Cyan 65mL	1	btl	350.00	350.00			1									
Ink, EPSON 003, Genuine Magenta 65mL	1	btl	350.00	350.00							1					
Ink, EPSON 003, Genuine Yellow 65mL	1	btl	350.00	350.00							1					
Sub-Total				3,050.00												
Office Furniture & Fixture																
Office Chair High Back Swivel Mesh Computer Comfort Reclining with Headrest & footrest (Ergonomics)	1	unit	5,000.00	5,000.00							1					
Metal Leg Office Table	1	pcs	10,650.00	10,650.00							1					
Sub-Total				15,650.00												
Office Supplies																
Paper, Bond, A4, S-24, 80 gsm	5	reams	289.00	1,445.00							5					
Paper, Bond, Long, S-24, 80 gsm	5	reams	328.00	1,640.00							5					
Fastener, Paper, plastic, 50 sets/box	5	boxes	38.00	190.00							5					

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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
Stapler, Heavy Duty, 23/6-23/23 (210 sheets), Black	1	pcs	1,500.00	1,500.00							1					
Tape Dispenser, 1" tape, big core, any color	1	pcs	115.00	115.00							1					
Correction Tape, 8m x 5mm wide	5	pc	40.00	200.00							5					
Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	5	box of 50's	30.00	150.00							5					
Bleach, Liquid, 99.9% Antibacterial, Disinfectant, at least 3785 mL	5	gallon	450.00	2,250.00							5					
Trash Bag (Garbage Bag), Large (15x15x37 inches), 10pcs/pack, Black	5	pack	56.00	280.00							5					
Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	10	tubes	220.00	2,200.00							10					
Datafiler	10	pc	250.00	2,500.00						5	5					
Sub-Total				12,470.00												
Grand Total				32,420.00												

Prepared by: SHEILA MARIE C. LEMOS

Noted by: ALELI A. VILLOCIÑO
 Unit Head/Project Leader

Noted By: ALICIA M. FLORES
 Head, Budget Office

Date: 06/08/2022

*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