

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



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



199-1-1914-2022-11-0-0

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2022

Unit/Office/Dept/Div: **Visca Educational Foundation Incorporated**

Project Code: **VFES / Elementary**

Purpose: **For procurement of office supplies**

Total Budget : **35,000.00**

Funding : **STF**

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
Construction and Electrical Supplies																
Bulb, LED, 7W	5	pcs	120.00	600.00							5					
LED Bulb, 5 watts	3	pcs	130.00	390.00							3					
Sub-Total				990.00												
IT Supplies and Equipment																
Ink, Epson, genuine (C) T664, 70 ml	7	pieces	350.00	2,450.00							7					
Ink, Epson, genuine (M) T664, 70 ml	7	pieces	350.00	2,450.00							7					
Ink, Epson, genuine, (Y) T664, 70 ml	7	pieces	350.00	2,450.00							7					
Ink, Epson, genuine, (BK) T664, 70 ml	10	pieces	350.00	3,500.00							10					
Sub-Total				10,850.00												
Office Supplies																
Paper, Mimeo, GW, Long, S-18	20	reams	190.00	3,800.00							20					
Paper, Bond, A4, S-20, 70 gsm	35	reams	253.00	8,855.00							35					
Paper, Bond, Long, S-20, 70 gsm	17	reams	286.00	4,862.00							17					
Paper, Bond, Short, S-20, 70 gsm	10	reams	245.00	2,450.00							10					
Paper, Laid 8 x 11 90gsm Diamond White	1	boxes	850.00	850.00							1					
Cartolina, Vellum, White, at least 180gsm	15	pcs	35.00	525.00							15					
Class Record (School Register), Long, DepEd (K-12)	8	pcs	60.00	480.00							8					
Pen, Ball, black	10	pieces	10.00	100.00							10					
Pen, Ball, blue	10	pieces	10.00	100.00							10					
Pen, Ball, red	10	pieces	10.00	100.00							10					

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
Bleach, Liquid, 99.9% Antibacterial, Disinfectant, at least 3785 mL	1	gallon	450.00	450.00							1					
Soap, Detergent, Powder, 1 kilo/pack, any scent	2	kl	105.00	210.00							2					
envelope for elementary report cards	150	pcs	1.50	225.00							150					
Sub-Total				23,007.00												
Grand Total				34,847.00												

Prepared by: Cynthia Y. Manzano 1/14/22
CYNTHIA Y. MANZANO

Noted by: MA. RACHEL KIM L. AURE
 Unit Head/Project Leader

Funds Available: Alicia M. Flores
 Head, Budget Office

Date: 01/14/2022

*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