

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



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

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PPMP-2023-1106-154473

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2023

Unit/Office/Dept/Div: **University Services Health, Emergency & Rescue**

Project Code: **Office Supplies**

Purpose: **For administrative office use**

Total Budget : **60,000.00**

Funding : **STF**

PPMP #: **146-1-335-2023-10-0-20**

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, 15W	20	pieces	300.00	6,000.00											20	
Sub-Total				6,000.00												
Office Supplies																
Paper, Bond, A4, S-20, 70 gsm	60	reams	253.00	15,180.00											60	
Paper, Bond, Long, S-20, 70 gsm	50	reams	286.00	14,300.00											50	
Bleach, liquid, 99.9% antibac, 1 gallon	10	gallon	300.00	3,000.00											10	
Fabric Conditioner, 4L, any scent	2	gallon	1,300.00	2,600.00											2	
String Doormat/Rug/Basahan	15	pieces	100.00	1,500.00											15	
Face Towel, Cotton, 12 pcs/pack	5	pack	350.00	1,750.00											5	
Bathroom Deodorizer, with holder, at least 100g, any scent	10	pcs	80.00	800.00											10	
Tissue, Bathroom, 2 Ply, 12rolls/pack	15	pack	204.00	3,060.00											15	
Broom, Stick Broom, Tukog	10	pc	50.00	500.00											10	
Soft Broom (Tambo) 200g minimum, heavy duty	8	pcs	220.00	1,760.00											8	
Broom and Dustpan Set	3	set	600.00	1,800.00											3	
Muriatic Acid concentrated scented	5	gal	350.00	1,750.00											5	
Alcohol, Isopropyl, 90% solution	10	gallon	600.00	6,000.00											10	
Sub-Total				54,000.00												
Grand Total				60,000.00												



100,000.00

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6-1-335-2023-10-0-20

Sales (in quantities)				
Aug	Sep	Oct	Nov	Dec
			20	
			60	
			50	
			10	
			2	
			15	
			5	
			10	
			15	
			10	
			8	
			3	
			5	
			10	

Prepared by: CLARA P. MERCADO

Noted by: ELWIN JAY V. YU
Unit Head/Project Leader

Noted By: ALICIA M. FLORES
Head, Budget Office

Date: 11/06/2023

<> *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