

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



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

PROJECT PROCUREMENT MANAGEMENT PLAN (PMP)

CY 2023

Unit/Office/Dept/Div: **Farm Resource Management Institute**
 Project Code: **EFARMI.A.III.C**
 Purpose: **Serves as guide in the procurement of supplies and materials**

Total Budget : **39,000.00**
 Funding : **GF-MOOE**
 PMP #: **19-5-1591-2023-7-0-2**



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
Construction and Electrical Supplies																
Extension wire with 4 gang Universal Convenience Outlet, at least 10m long	1	pc	500.00	500.00	1											
Sub-Total				500.00												
Office Supplies																
Alcohol, Ethyl, 70% solution, 1 gallon	4	gallons	600.00	2,400.00	4											
Paper, Bond, A4, S-24, 80 gsm	10	reams	289.00	2,890.00	10											
Paper, Bond, Long, S-24, 80 gsm	10	reams	328.00	3,280.00	10											
Scissors, 8" heavy duty, good quality	10	pieces	75.00	750.00	10											
Pen, Sign, .5mm, Gel-type, Blue	30	piece	35.00	1,050.00	30											
Soft Broom (Tambo) 200g minimum, heavy duty	10	pcs	220.00	2,200.00	10											
Broom, Stick Broom, Tukog	10	pc	35.00	350.00	10											
Air Freshener, Spray, at least 280ml, Lemon/Orange Scent	10	tubes	220.00	2,200.00	10											
Deodorizer (Paradichlorobenzene) Lemon, Refill 100g	15	pcs	50.00	750.00	15											
Tissue, Bathroom, 2 Ply, 12rolls/pack	3	pack	204.00	612.00	3											
Fastener, Paper, plastic, 50 sets/box	2	boxes	38.00	76.00	2											
Folder, Expanded, Long (Light Blue)	8	pcs	20.00	160.00	8											
Envelope, Expanding, with garter tie, violet, long	15	pc	15.00	225.00	15											
Tape, Transparent, 12mm x 50m	4	rolls	68.00	272.00	4											
Stapler, HD No.35	2	pc	350.00	700.00	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
Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	10	pack	115.00	1,150.00	10											
Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	5	pack	125.00	625.00	5											
Soap, Dishwashing, Liquid, 250ml	5	blts	150.00	750.00	5											
Soap, Hand, 60g per pack	2	Sachet	25.00	50.00	2											
Detergent Soap, Powder, 500g	5	packs	60.00	300.00	5											
Binder Clip, 2-inch, 12 pcs/box	5	boxes	100.00	500.00	5											
Dust Bin (Trash Bin), durable plastic, w/ swing-type cover, approx. 25L capacity	3	pcs	300.00	900.00	3											
Dust pan, plastic, stand-up handle, large	2	pc	140.00	280.00	2											
Duster, Feather	3	pcs	56.00	168.00	3											
360° Rotatable Spin Mop with Handle	3	unit	500.00	1,500.00	3											
Paper Clips Small Vinyl (33MM)	3	Box of 100's	35.00	105.00	3											
Paper Clips Small Vinyl (50mm)	3	Box of 100's	40.00	120.00	3											
Pencil, #2, Medium, Yellow, 12pcs/box	2	Box of 12's	120.00	240.00	2											
Folder, File, Long, 14pts, White	18	piece	10.00	180.00	18											
Fiber Doormat	5	pc	150.00	750.00	5											
Car Freshener, Gel, at least 70g, Lemon/Orange scent	2	cans	180.00	360.00	2											
Columnar Pad, 5 columns (8.5 x 14)	2	pcs	42.00	84.00	2											
Correction Tape, 10 meters	10	pcs	32.00	320.00	10											
Correction Tape, 8m x 5mm wide	5	pc	40.00	200.00	5											
Sub-Total				26,497.00												
Vehicle Supplies																
Battery, 12Volts, 11 plates, maintenance free	1	pc	6,000.00	6,000.00	1											
Sub-Total				6,000.00												
Grand Total				32,997.00												

Prepared by:

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Date: 09/05/2022

<> *Funding Sources: General Fund(GF), Trust Fund(TF), Special Trust Fund(STF), GP, Supplemental or Augmentation
Note: Please make a separate PMP 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