

Original PPMP

Revised (Changed items, same budget)

Supplemental



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



27-2-1242-2021-8-0-0

# PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2021

Unit/Office/Dept/Div: Laboratory High School

Object Code:

JHS Office Supplies

Purpose:

For Office Use

Total Budget : 90,000.00

Funding : GF-~~50~~100%

| 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 |
| <b>Office Supplies</b>                                                |          |        |           |                  |                                                  |     |     |     |     |     |     |     |     |     |     |     |
| Specialty, board, long 8-1/2 x 13, 220 gsm, white, vellum, 10pcs/pack | 50       | pack   | 85.00     | 4,250.00         |                                                  |     |     |     |     |     |     |     |     |     |     | 50  |
| Paper, Bond, A4, S-20, 70 gsm                                         | 50       | reams  | 253.00    | 12,650.00        |                                                  |     |     |     |     |     |     |     |     |     |     | 50  |
| Paper, Bond, Long, S-20, 70 gsm                                       | 30       | reams  | 286.00    | 8,580.00         |                                                  |     |     |     |     |     |     |     |     |     |     | 30  |
| Specialty Paper, long, 8-1/2 x 13, 220gsm, color: cream 10pcs/pack    | 50       | pack   | 65.00     | 3,250.00         |                                                  |     |     |     |     |     |     |     |     |     |     | 50  |
| Class Record (School Register), Long, DepEd (K-12)                    | 50       | pcs    | 60.00     | 3,000.00         |                                                  |     |     |     |     |     |     |     |     |     |     | 50  |
| School Register, big, Secondary                                       | 50       | pieces | 65.00     | 3,250.00         |                                                  |     |     |     |     |     |     |     |     |     |     | 50  |
| Pen, Whiteboard Marker, black                                         | 100      | pieces | 50.00     | 5,000.00         |                                                  |     |     |     |     |     |     |     |     |     |     | 100 |
| Pen, Refill, for Whiteboard Marker, Black, 30mL                       | 50       | btls   | 165.00    | 8,250.00         |                                                  |     |     |     |     |     |     |     |     |     |     | 50  |
| Eraser, whiteboard, magnetic flannel                                  | 30       | pc     | 60.00     | 1,800.00         |                                                  |     |     |     |     |     |     |     |     |     |     | 30  |
| Pen, Sign, .5mm, Gel-type, Black                                      | 50       | piece  | 35.00     | 1,750.00         |                                                  |     |     |     |     |     |     |     |     |     |     | 50  |
| Pen, Sign, .5mm, Gel-type, Blue                                       | 100      | piece  | 35.00     | 3,500.00         |                                                  |     |     |     |     |     |     |     |     |     |     | 100 |
| Pen, Sign, .5mm, Gel-type, Red                                        | 50       | piece  | 35.00     | 1,750.00         |                                                  |     |     |     |     |     |     |     |     |     |     | 50  |
| Pencil, Lead, #2, w/ eraser                                           | 30       | pieces | 10.00     | 300.00           |                                                  |     |     |     |     |     |     |     |     |     |     | 30  |
| Acetate, transparent, gauge #4, approx. 50m/roll                      | 2        | rolls  | 1,400.00  | 2,800.00         |                                                  |     |     |     |     |     |     |     |     |     |     | 2   |
| Tissue, Bathroom, 2 Ply, 12rolls/pack                                 | 100      | pack   | 204.00    | 20,400.00        |                                                  |     |     |     |     |     |     |     |     |     |     | 100 |
| Folder, Ordinary, A4                                                  | 50       | pcs    | 7.00      | 350.00           |                                                  |     |     |     |     |     |     |     |     |     |     | 50  |
| Paper Construction, Gold 8.5x13"                                      | 50       | pcs    | 50.00     | 2,500.00         |                                                  |     |     |     |     |     |     |     |     |     |     | 50  |
| Paper Construction Green 8.5x13"                                      | 50       | pcs    | 50.00     | 2,500.00         |                                                  |     |     |     |     |     |     |     |     |     |     | 50  |
| Paper Construction Pink 8.5x13"                                       | 50       | pcs    | 50.00     | 2,500.00         |                                                  |     |     |     |     |     |     |     |     |     |     | 50  |

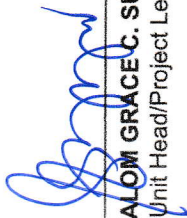
| General Description | Quantity | Unit | Unit Cost | Estimated Budget | Schedule/Milestone of Activities (in quantities) |     |     |     |     |     |     |     |     |     |     |     |
|---------------------|----------|------|-----------|------------------|--------------------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
|                     |          |      |           |                  | Jan                                              | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
| Sub-Total           |          |      |           | 88,380.00        |                                                  |     |     |     |     |     |     |     |     |     |     |     |
| Grand Total         |          |      |           | 88,380.00        |                                                  |     |     |     |     |     |     |     |     |     |     |     |

Prepared by:



**GUADA R. D. AMIHAN**

Noted by:



**SHALOM GRACE C. SUGANO**  
Unit Head/Project Leader

Funds Available:



**ALICIA M. FLORES**  
Head, Budget Office

Date: 10/19/2021

Funding Sources: General Fund(GF), Trust Fund(TF, Special Trust Fund(STF), IGP, 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