

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



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



85-5-618-2021-7-0-6

## PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2021

Total Budget : 35,000.00  
 Funding : GF-MOOE

Unit/Office/Dept/Div: University Student Services Office  
 Project Code: ODS-OISPS 2021 (Office of the Institutional Student Programs & Services)  
 Purpose: For Office Use

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>Agricultural/Farm Supplies</b>																
Pots, Plastic, big	20	pcs	80.00	1,600.00												20
<b>Sub-Total</b>				<b>1,600.00</b>												
<b>Construction and Electrical Supplies</b>																
Garden Hose, 1/2"Ø, at least 50 meters per roll	1	roll	2,050.00	2,050.00												1
<b>Sub-Total</b>				<b>2,050.00</b>												
<b>Hardwares</b>																
Garden Hose Nozzle Spray	2	piece	200.00	400.00												2
Glass Mirror, 1/4"(thick) x 12" x 24"	1	piece	210.00	210.00												1
<b>Sub-Total</b>				<b>610.00</b>												
<b>Office Equipment</b>																
Air Condition Non-Inverter Window type 0.5HP, Standard size	1	unit	14,500.00	14,500.00												1
<b>Sub-Total</b>				<b>14,500.00</b>												
<b>Office Furniture &amp; Fixture</b>																
Office chair, with arm rest	1	pc	5,000.00	5,000.00												1
<b>Sub-Total</b>				<b>5,000.00</b>												
<b>Office Supplies</b>																
Toilet Bowl and Urinal Cleaner, at least 500mL	2	blis	125.00	250.00												2
Toilet Bowl Cleaner, at least 1 gallon	2	gal	395.00	790.00												2
Toilet Brush with Holder	2	set	180.00	360.00												2
Acetate, transparent, guage #8, approx. 50m/roll	1	rolls	2,940.00	2,940.00												1

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
Stamping Pad size 4	2	pieces	134.00	268.00											2	
Mouse Pad, Rubber	2	pad	250.00	500.00											2	
4 Layer File Tray (Office Organizer)	4	unit	300.00	1,200.00											4	
7 in 1 set Office Supplies Organizer	3	unit	300.00	900.00											3	
Alchol, Isopropyl, 70% solution, 500mL, pump type	5	btlS	250.00	1,250.00											5	
<b>Sub-Total</b>				<b>8,458.00</b>												
<b>Grand Total</b>				<b>32,218.00</b>												

Prepared by: MERIAM M. LUNA

Noted by: MANOLO B. LORETO

Unit Head/Project Leader

Funds Available: MYRNA S. PANCITO  
Head, Budget Office

Date: 08/20/2021

\*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