

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



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



50-1-458-2022-8-0-0

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2022

Unit/Office/Dept/Div: **Culture and Arts Center**
 Project Code: **OHCAC-2022**
 Purpose: **OFFICE USE**

Total Budget : **250,000.00**
 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 |
| Books (Arts & Sciences) | | | | | | | | | | | | | | | | |
| Communication, Cultural and Media Studies: The Key Concepts/ Hartley/ c2020 | 1 | copy | 4,750.00 | 4,750.00 | | | | 1 | | | | | | | | |
| An Introduction to Applied Semiotics: Tools for Text and Image Analysis/ Hebert/ c2020 | 1 | copy | 4,750.00 | 4,750.00 | | | | 1 | | | | | | | | |
| Indigenous Research Methodologies 2E/ Chilisa/ c2020 | 1 | copy | 4,780.00 | 4,780.00 | | | | 1 | | | | | | | | |
| Sub-Total | | | | 14,280.00 | | | | | | | | | | | | |
| Books & Library Materials | | | | | | | | | | | | | | | | |
| Understanding Culture, Society and Politics / Mendoza / c2018 | 1 | copy | 995.00 | 995.00 | | | | 1 | | | | | | | | |
| Sub-Total | | | | 995.00 | | | | | | | | | | | | |
| Food & Food Ingredients | | | | | | | | | | | | | | | | |
| Snacks | 100 | set | 50.00 | 5,000.00 | 100 | | | | | | | | | | | |
| Meals (Lunch) | 100 | packs | 180.00 | 18,000.00 | 100 | | | | | | | | | | | |
| Sub-Total | | | | 23,000.00 | | | | | | | | | | | | |
| IT Supplies and Equipment | | | | | | | | | | | | | | | | |
| SD Card, 128 GB | 2 | pcs | 1,500.00 | 3,000.00 | 2 | | | | | | | | | | | |
| SD Card, 64GB | 2 | pcs | 1,000.00 | 2,000.00 | 2 | | | | | | | | | | | |
| SD/Micro SD Card Reader Writer USB 2.0 Memory Card Reader OTG Adapter Viewer Micro SD/TF Compact Fla | 2 | set | 500.00 | 1,000.00 | 2 | | | | | | | | | | | |
| Mirrorless Camera, 24MP APS-C | 1 | unit | 50,000.00 | 50,000.00 | 1 | | | | | | | | | | | |
| Sub-Total | | | | 56,000.00 | | | | | | | | | | | | |

| 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 |
| Office Equipment | | | | | | | | | | | | | | | | |
| Water Dispenser, Cabinet type | 1 | pc | 10,000.00 | 10,000.00 | 1 | | | | | | | | | | | |
| Air condition, window type, Inverter, 2 HP (Manual), Standard size | 1 | pc | 47,000.00 | 47,000.00 | 1 | | | | | | | | | | | |
| Electric fan | 1 | pc | 2,500.00 | 2,500.00 | 1 | | | | | | | | | | | |
| Smart 32-inch TV | 1 | piece | 14,999.99 | 14,999.99 | 1 | | | | | | | | | | | |
| Sub-Total | | | | 74,499.99 | | | | | | | | | | | | |
| Office Furniture & Fixture | | | | | | | | | | | | | | | | |
| Metal filing shelves, open, 4 layers | 1 | unit | 10,000.00 | 10,000.00 | | | | 1 | | | | | | | | |
| Senior Executive High back chair | 1 | pc | 6,500.00 | 6,500.00 | | | | 1 | | | | | | | | |
| Sub-Total | | | | 16,500.00 | | | | | | | | | | | | |
| Office Supplies | | | | | | | | | | | | | | | | |
| ID Jacket, plastic, vertical, 9cm x 5.5cm, w/ clip (50pcs/box) | 1 | box | 1,250.00 | 1,250.00 | | | | | 1 | | | | | | | |
| Tape, Masking, 1" x 25 yards | 10 | rolls | 48.00 | 480.00 | | | 5 | | | | 5 | | | | | |
| Tape, Masking, 2" x 25 yards | 10 | rolls | 95.00 | 950.00 | | | 5 | | | | | 5 | | | | |
| Tape, Transparent, 24mm x 50m | 10 | rolls | 120.00 | 1,200.00 | | | 5 | | | 5 | | | | | | |
| Tape, Packaging, 2" x 100 yards, Tan | 10 | rolls | 55.00 | 550.00 | | | 5 | | | 5 | | | | | | |
| Thumb Tacks, Small Box | 10 | boxes | 12.00 | 120.00 | 10 | | | | | | | | | | | |
| Water Color, at least 16 colors, AP certified non-toxic, w/ mixing tray and brush | 5 | sets | 712.00 | 3,560.00 | 5 | | | | | | | | | | | |
| Whiteboard, Wall Mount, 2' x 3', w/ aluminum frame | 1 | pcs | 880.00 | 880.00 | 1 | | | | | | | | | | | |
| Ready-Made Curtain (RMC), Cream color | 6 | pc | 450.00 | 2,700.00 | 6 | | | | | | | | | | | |
| Ready-Made Curtain (RMC), White Color | 6 | pc | 450.00 | 2,700.00 | 6 | | | | | | | | | | | |
| Sub-Total | | | | 14,390.00 | | | | | | | | | | | | |
| Printing Services | | | | | | | | | | | | | | | | |
| Polo Shirt with embroidered logos | 20 | pcs | 450.00 | 9,000.00 | | | 20 | | | | | | | | | |
| Sub-Total | | | | 9,000.00 | | | | | | | | | | | | |
| Grand Total | | | | 208,664.99 | | | | | | | | | | | | |

Prepared by:

JUDE NONIE A. SALES

Noted by:

JUDE NONIE A. SALES
Unit Head/Project Leader

Funds Available:

ALICIA M. FLORES
Head, Budget Office

Date: **09/10/2021**

*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