

- ☒ Original PPMF  
☐ Revised (Changed Items, same budget)  
☐ Supplemental



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



112-5-1671-2021-7-0-1

**PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)**

CY 2021

Unit/Office/Dept/Div: **Bids and Awards Committee**

Project Code: **Maintenance and other Operating Expenses**

Purpose: **For Office Use**

Total Budget : 76,616.15  
 Funding : **GF-MOOE**

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>IT Supplies and Equipment</b>																
Fusing unit for Fuji photocopy machine docucentre S2011	2	unit	14,000.00	28,000.00												2
Antivirus Software 3 Device, 1+1 Year Licence include VPN (enrolled auto-renewal)	3	pc	2,000.00	6,000.00												3
Toner for Develop iNeo 164 Copier	1	piece	3,125.00	3,125.00												1
<b>Sub-Total</b>				<b>37,125.00</b>												
<b>Office Supplies</b>																
Bleach, Liquid, 99.9% Antibac, 3785 mL	1	gallon	250.00	250.00												1
Fabric Conditioner, 1L, any scent	1	blts	415.00	415.00												1
Soap, Dishwashing, Liquid, 250mL	3	blts	150.00	450.00												3
Bathroom Deodorizer, with holder, at least 100g, any scent	4	pcs	60.00	240.00												4
Cleaner, Glass, 500mL, any scent	2	blts	198.00	396.00												2
Pen, Sign, .5mm, Gel-type, Blue	33	piece	35.00	1,155.00												33
<b>Sub-Total</b>				<b>2,906.00</b>												
<b>Grand Total</b>				<b>40,031.00</b>												

Prepared by: ARJANERY B. ANTOFINA

Noted by: JESSAMINE C. ECLEO  
 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