



43-5-138-2021-9-0-1



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

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2021

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

Unit/Office/Dept/Div: Department of Soil Science

Project Code: GAA DSS A.III.b.1

Purpose: for office use

Total Budget : 35,750.34

Funding : GF- MOOE

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Office Supplies																
Alcohol, Ethyl, 70% solution, 500mL	10	btls	125.00	1,250.00			5			5						
Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	5	tubes	220.00	1,100.00			5									
Battery, Alkaline, Size: C, 2pcs/pack	10	pack	95.00	950.00			5			5						
Broom, Soft (Tambo), Large, Heavy Duty	5	pcs	250.00	1,250.00			5									
Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	25	box	30.00	750.00			15			10						
Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	30	boxes	14.00	420.00			15			15						
Soap, Detergent, Powder, 1 kilo/pack, any scent	10	kl	105.00	1,050.00			10									
Soap, Dishwashing, Liquid, 250mL	5	btls	150.00	750.00			5									
Dust pan, plastic, stand-up handle, large	3	pc	140.00	420.00			3									
Fastener, Paper, plastic, 50 sets/box	10	boxes	38.00	380.00			10									
Fabric Conditioner, 4L, any scent	2	gallon	760.00	1,520.00			2									
Foil, Aluminum, 16m x 30cm (approx. 260g)	2	boxes	290.00	580.00			2									
Ink, Refill, for Whiteboard Marker, Black, 30mL	5	btls	165.00	825.00			5									
Ink, Refill, for Whiteboard Marker, Blue, 30mL	5	btls	165.00	825.00			5									
Paper, Bond, A4, S-24, 80 gsm	50	reams	289.00	14,450.00			30			20						
Paper, Bond, A4, S-20, 70 gsm	10	reams	253.00	2,530.00			10									
Record Book, Big, 300 pages	10	pcs	80.00	800.00			10									
Record Book, Big, 500 pages	10	pcs	115.00	1,150.00			10									
Rubberband, #18, 350 gms/box	2	boxes	270.00	540.00			2									

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Soap, Toilet, regular size	10	pieces	35.00	350.00			10									
Tape, Masking, 1" x 25 yards	20	rolls	48.00	960.00			20									
Tape, Masking, 3" x 25 yards	10	rolls	143.00	1,430.00			10									
Tape, Transparent, 24mm x 50m	10	rolls	120.00	1,200.00			10									
Thumb Tacks, Small Box	20	boxes	12.00	240.00			20									
Sub-Total				35,720.00												
Grand Total				35,720.00												

Prepared by: JOSEROSE B. CAPRICHO

Noted by: SUZETTE B. LINA
Unit Head/Project Leader

Funds Available: MYRNA S. PANCITO
Head, Budget Office

Date: 10/14/2020

*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