

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



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

SCAN HERE



PPMP-2023-0809-136743

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2024

Unit/Office/Dept/Div: **Planning Office**

Project Code: **Management Information System 2024**

Purpose: **For University Management Information System (MIS) Operation and Implementation**

Total Budget : **150,000.00**

Funding : **GF-MOOE**

PPMP #: **233-5-814-2024-7-0-0**

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
Communication/Courier Services																
Globe Pre-paid Cell Card, 500Php	70	pc	550.00	38,500.00	70											
Smart Prepaid Cell Card, 500Php	70	pc	550.00	38,500.00	70											
Sub-Total				77,000.00												
Food & Food Ingredients																
Snacks PM	75	packs	80.00	6,000.00	75											
Snacks AM	75	set	80.00	6,000.00	75											
Sub-Total				12,000.00												
IT Supplies and Equipment																
Keyboard And Mouse Combo Bundle, USB powered	1	set	600.00	600.00	1											
VoIP, Telephone	1	unit	15,000.00	15,000.00	1											
Sub-Total				15,600.00												
Office Supplies																
Sign pen, 0.5mm ball needle point, Blue color, Liquid Gel Ink	10	pieces	90.00	900.00	10											
Gel Ink Sign Pen 0.5, blue	10	pcs	25.00	250.00	10											
Sticky Note, 3 x 3, Yellow	3	pads	84.00	252.00	3											
Notebook, spiral, 80 leaves	5	pieces	26.00	130.00	5											
Folder, File, Long, 14pts, White	30	piece	10.00	300.00	30											
Correction Tape, 8m x 5mm wide	3	pc	40.00	120.00	3											
Sign Here Sticky Notes	5	pack	59.00	295.00	5											

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
Sticky Flags, Repositionable Indexing Tab, 45x12mm, (20 sheets x 5 colors)/pack	5	pack	40.00	200.00	5											
Pencil, Lead, #2, w/ eraser	10	pieces	10.00	100.00	10											
Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	5	pack	115.00	575.00	5											
Kitchen paper towel	30	pack	70.00	2,100.00	30											
Paper, Bond, A4, S-24, 80 gsm	15	reams	289.00	4,335.00	15											
Alcohol, Ethyl, 70% solution, 500mL	30	btls	125.00	3,750.00	30											
Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	4	tubes	220.00	880.00	4											
Cleaner, Glass, 500mL, spray type, any scent	4	btls	200.00	800.00	4											
Glass Wiper	3	piece	300.00	900.00	3											
Tissue, Bathroom, 2 Ply, 12rolls/pack	10	pack	204.00	2,040.00	10											
360° Rotatable Spin Mop with Handle	3	unit	500.00	1,500.00	3											
Toilet Bowl Cleaner, at least 1 gallon	3	gal	395.00	1,185.00	3											
Toilet Bowl Pump Plunger with Wooden Handle	2	pieces	150.00	300.00	2											
Liquid Hand Soap, 500 ml.	10	btls	100.00	1,000.00	10											
Hand Sanitizer, Gel, Antibacterial, push-type, 250mL	3	btls	120.00	360.00	3											
Soap, Detergent, Powder, 1 kilo/pack, any scent	5	kl	105.00	525.00	5											
Lever Arch File Folder, Horizontal, with Ring Binder & Metal Finger Pull, Size: 3", Long (Black)	20	pcs	140.00	2,800.00	20											
PAPER CLIPS VINYL COATED ASSORTED 33MM, 100pcs per box	5	box of 50's	25.00	125.00	5											
Stick Broom (tingting) 6" from the top, approx 370 pcs	3	piece	40.00	120.00	3											
Broom and Dustpan Set	2	set	600.00	1,200.00	2											
Mop Rug, Heavy Duty, 100% cotton	2	pieces	90.00	180.00	2											
Clip, Double Binder, 1-1/4" (approx. 32mm), Black, 12 pcs/box	5	boxes	30.00	150.00	5											
Clip, Double Binder, 1-5/8" (approx. 41mm), Black, 12 pcs/box	3	boxes	50.00	150.00	3											
Clip, Double Binder, 2" (approx. 51mm) , Black, 12 pcs/box	3	boxes	70.00	210.00	3											
Clip, Double Binder, 3/4" (approx. 19mm) , Black, 12 pcs/box	3	boxes	20.00	60.00	3											

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
Disinfectant Spray, 340g	3	can	465.00	1,395.00	3											
PVC Plastic Cover 100pcs per Pack A4 size 0.2mm	1	packs	750.00	750.00	1											
Paper, Photo, matte finish, 146GSM, 10 shts/pack	2	pack	75.00	150.00	2											
Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	5	pack	125.00	625.00	5											
Sub-Total				30,712.00												
Grand Total				135,312.00												

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Head, Budget Office

Date: **08/09/2023**

<> *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