

☒ Original PPMP

☐ Revised (Changed items, same budget)

☐ Supplemental



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

SCAN HERE



PPMP-2023-0119-88499

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2023

Unit/Office/Dept/Div: **Department of Biological Sciences**

Project Code: **VSU-IP-2022-6**

Purpose: **Field and Office Supplies**

Total Budget : **7,730,080.00**

Funding : **GF-MOOE**

PPMP #: **5-5-2134-2023-7-0-2**

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
Agricultural/Farm Supplies																
Plastic Mulch, 3ft x 400m per roll	1	roll	3,500.00	3,500.00			1									
Green plastic polyethylene screen, 1/8" mesh size	50	meter	100.00	5,000.00			50									
Sub-Total				8,500.00												
Farm Tools and Equipment																
20 kg capacity white sack	20	piece	24.00	480.00			20									
Storage crate (jumbo) for vegetable harvest	5	pc	1,500.00	7,500.00			5									
Sub-Total				7,980.00												
Food & Food Ingredients																
Table Napkin	2	pack	120.00	240.00			2									
PET Plastic Bottles, 250ml with Cap	300	btl	3.50	1,050.00			150			150						
PET Plastic Bottles, 500ml with Cap	200	btl	5.00	1,000.00			100			100						
Sub-Total				2,290.00												
Hardwares																
Garden Pruning Shear	6	piece	450.00	2,700.00			6									
Cable Tie, 4" x 250mm, 100pcs/pack	4	pack	150.00	600.00			4									
Paint Brush, 2"	3	pcs	80.00	240.00			3									
Rake	2	pc	350.00	700.00			2									
Sub-Total				4,240.00												
IT Supplies and Equipment																
Laptop, 15.6", Intel Core i3 11th gen, 8 GB RAM, 256 GB SSD	1	unit	40,000.00	40,000.00			1									

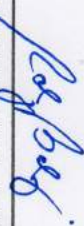
General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Laptop, Intel Core i5 11th Gen, 15.6" FHD	1	unit	45,000.00	45,000.00			1									
Compact Underwater Digital Camera	1	piece	32,000.00	32,000.00			1									
Computer Printer, All-in-One/Multifunction Colored-Ink Tank	2	unit	14,000.00	28,000.00			2									
Laser Printer Color (Print, Copy, Scan), with 5" LCD, Ethernet and WiFi Capable	1	unit	25,000.00	25,000.00			1									
External Hard Disk Drive (Portable, 1TB), USB 3.1	2	unit	3,500.00	7,000.00			2									
Sub-Total				177,000.00												
Laboratory Equipment																
Wash Bottle, 250mL cap.	3	pc	200.00	600.00			3									
Compound Binocular Microscope	1	piece	32,000.00	32,000.00			1									
Van Veen Sediment Grab Sampler	1	unit	45,000.00	45,000.00			1									
Digital Precision Industrial Weighing Scale Balance	1	piece	6,000.00	6,000.00			1									
Sub-Total				83,600.00												
Laboratory Supplies																
Parafilm M PM-996 All Purpose Laboratory Film Parafilm sealing film 4 x 125ft	3	roll	2,500.00	7,500.00			3									
Microscope Slides and cover slips	3	boxes	370.00	1,110.00			3									
Sedgewick-Rafter Counting Cell	2	pc	16,000.00	32,000.00			2									
Pasture Pipette	20	pieces	5.00	100.00			10			10						
Resealable Plastic Bag, Large	2	pack	500.00	1,000.00			2									
Resealable Plastic Bag, Medium	6	pack	150.00	900.00			6									
Alcohol, Denatured	5	gallons	600.00	3,000.00			5									
95% Ethyl Alcohol, Technical Grade (Gallon)	10	gallon	800.00	8,000.00			5			5						
PET Seal Bottles/Reagent Vials	6	pack	230.00	1,380.00			6									
Herbarium Straps	3	pair	1,000.00	3,000.00			3									
Polypropylene Container, 1Ltr.	50	blt	400.00	20,000.00			50									
Polypropylene container, 500mL.	50	blt	300.00	15,000.00			50									
Sub-Total				92,990.00												
Office Supplies and General Merchandise Products																
Paper, Bond, A4, S-20, 70 gsm	20	reams	253.00	5,060.00			20									
Paper, Bond, Long, S-20, 70 gsm	20	reams	286.00	5,720.00			20									
Paper, Bond, Short, S-20, 70 gsm	20	reams	245.00	4,900.00			20									

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
Pencil, Lead, #2, w/ eraser	50	pieces	10.00	500.00			20			10		10				10
Ink, Refill, for Permanent Marker, Black, 30mL	5	bits	115.00	575.00			5									
Ink, Refill, for Permanent Marker, Blue, 30mL	5	bits	115.00	575.00			5									
Stapler, HD No.35	3	pc	350.00	1,050.00			3									
Staple Wire, #35	6	boxes	30.00	180.00			6									
Paper Clips Small Vinyl (33MM)	10	Box of 100's	35.00	350.00			10									
Paper Clips Small Vinyl (50mm)	10	Box of 100's	40.00	400.00			10									
Tape Measure, double-side tailor tape measure, plastic, length: 150cm/60", width: 2cm/0.79"	5	pcs	95.00	475.00			5									
Glue, White, All-purpose, 1 gallon	2	gallons	510.00	1,020.00			1			1						
Record Book, Big, 500 pages	6	pcs	115.00	690.00			6									
Tissue, Bathroom, 2 Ply, 12rolls/pack	15	pack	204.00	3,060.00			15									
Bucket, Plastic	5	pc	100.00	500.00			5									
Tape, Double Sided, 1" x 10m	3	rolls	35.00	105.00			3									
Ruler, Plastic, 12"	5	pieces	15.00	75.00			5									
Correction Tape, 8m x 5mm wide	10	pc	40.00	400.00			10									
Pen, Highlighter, yellow	10	pieces	45.00	450.00			10									
Sticky Flags, Repositionable Indexing Tab, 45x12mm, (20 sheets x 5 colors)/pack	10	pack	40.00	400.00			10									
Sticky Note, 3 x 5, Yellow	10	pads	150.00	1,500.00			10									
Face Mask, Surgical, Disposable, 3-ply, 50 pcs/box	10	boxes	150.00	1,500.00			10									
Foil, Aluminum, 7m x 30cm (approx. 130g)	10	boxes	150.00	1,500.00			10									
Basin, Utility, Durable Plastic, Size: at least 15cm depth x 40.5cm diameter, any Color	5	pcs	205.00	1,025.00			5									
Cotton, 400g	2	packs	300.00	600.00			2									
Slate Board, 11" x 8.5" size	10	pc	400.00	4,000.00			10									
Multi-purpose Plastic Tray, Big/Large	15	pieces	120.00	1,800.00			15									
Plastic bag (sando bag) 100 pc./pack medium	4	pack	65.00	260.00			4									
Trash Bag (Garbage Bag), Large (15x15x37 inches), 10pcs/pack, Black	2	pack	56.00	112.00			2									
Trash Bag (Garbage Bag), Medium (13x13x32 inches), 10pcs/pack, Black	2	pack	40.00	80.00			1			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
Trash Bag (Garbage Bag), Small (11x11x24 inches), 10pcs/pack, Black	2	pack	25.00	50.00			1			1						
Paper, Manila	10	pcs	6.00	60.00			10									
Alcohol, Ethyl, 70% solution, 500ml	15	btl	125.00	1,875.00			10			5						
Envelope, Document, Brown, 150 lbs, Long	10	pc	7.00	70.00			10									
Scissors, 6" heavy duty, good quality	3	piece	68.00	204.00			3									
Folder, Pressboard, US, Green, Long	10	pcs	30.00	300.00			10									
Calculator, scientific, 10+2 digits, 2 line display, at least 240 functions	2	unit	1,350.00	2,700.00			1			1						
Envelope, Expanding, with garter tie, brown, long	30	pc	15.00	450.00			15			15						
Clip, Double Binder, 2" (approx. 51mm), Black, 12 pcs/box	10	boxes	70.00	700.00			5			5						
Clip, Double Binder, 1-5/8" (approx. 41mm), Black, 12 pcs/box	10	boxes	50.00	500.00			5			5						
Clip, Double Binder, 1-1/4" (approx. 32mm), Black, 12 pcs/box	10	boxes	30.00	300.00			5			5						
Folder, File, Long, 14pts, White	30	piece	10.00	300.00			5			10						5
Pen, Permanent Marker, black, broad tip	25	pieces	60.00	1,500.00			5			10				10		10
Pen, Permanent Marker, blue, broad tip	25	pieces	60.00	1,500.00			5			5				5		15
Pen, Permanent Marker, blue, fine tip	60	pieces	60.00	3,600.00			15			15				15		15
Pen, Permanent Marker, black, fine tip	60	pieces	60.00	3,600.00			15			15				15		15
Polyethylene Bag, autoclavable, 10" x 16" x .002 megabox, storage box	2	kgs	200.00	400.00			2									
Pen, Sign, 0.4mm, Gel type, Black	2	pcs	750.00	1,500.00			2									
Pen, Sign, 0.4mm, Gel type, Blue	10	boxes	300.00	3,000.00			5			5						
Pen, Sign, 0.4mm, Gel-type, Blue	10	boxes	300.00	3,000.00			10									
Pen, Sign, 0.4mm, Gel-type, Red	10	boxes	300.00	3,000.00			10									
Plastic bag (sando bag) 100pcs/pack large	3	pack	95.00	285.00			3									
Clip Board, Plastic, with PVC Cover, Long, any color	10	pcs	222.00	2,220.00			5			5						
Sub-Total				69,976.00												
Trainings																
Breakfast Pack TRECH Workshop (January 30 - February 1, 2023)	15	pack	150.00	2,250.00	10	5										
Lunch Pack TRECH Workshop (January 30 - February 1, 2023)	135	pack	150.00	20,250.00	130	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
Dinner Pack TRECH Workshop (January 29 - January 31, 2023)	15	pack	150.00	2,250.00	15											
Snacks and Drinks (AM) TRECH Workshop (January 30 - 31, 2023)	130	pack	50.00	6,500.00	130											
Snacks and Drinks (PM) TRECH Workshop (January 30 - 31, 2023)	130	pack	50.00	6,500.00	130											
Sub-Total				37,750.00												
Grand Total				484,326.00												

Prepared by:


RALPH RYAN G. BADILLA

Noted by:


ANALYN M. MAZO
Unit Head/Project Leader

Noted By:


ALICIA M. FLORES
Head, Budget Office

Date: 01/19/2023

<> *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