



13-5-485-2021-8-0-1



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

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

# PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2021

Unit/Office/Dept/Div: Department of Economics

Project Code: DOE-2021 - A.III.a

Purpose: For office use

Total Budget : 15,568.97

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
<b>IT Supplies and Equipment</b>																
Ink, Epson, genuine, (BK) T664, 70 ml	11	pieces	350.00	3,850.00	7			4								
<b>Sub-Total</b>				<b>3,850.00</b>												
<b>Office Supplies</b>																
Cleanser, Powder, 500g, any scent	15	btls	76.00	1,140.00	10			5								
Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	10	box	30.00	300.00	5			5								
Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	10	boxes	14.00	140.00	5			5								
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Single)	20	pcs	100.00	2,000.00	20											
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double)	20	pcs	195.00	3,900.00	20											
Pencil, Lead, #2, w/ eraser	10	pieces	10.00	100.00	5			5								
Tape, Double Sided, 1" x 10m	5	rolls	35.00	175.00	3			2								
Tape, Masking, 1" x 25 yards	7	rolls	48.00	336.00	5			2								
Tape, Masking, 2" x 25 yards	4	rolls	95.00	380.00	2			2								
Tape, Transparent, 12mm x 50m	10	rolls	68.00	680.00	5			5								
Tape, Transparent, 24mm x 50m	6	rolls	120.00	720.00	6											
<b>Sub-Total</b>				<b>9,871.00</b>												
<b>Grand Total</b>				<b>13,721.00</b>												

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 SEP 23 2020



Prepared by:

CARLITO O. SUGANOB

Noted by:

MA. SALOME B. BULAYOG  
Unit Head/Project Leader

Funds Available:

MYRNA S. PANCITO  
Head, Budget Office 8/123

Date: 09/22/2020

\*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

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BY: P.O. - gw