



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:

Renewable Energy Research Center

Project Code:

NCERC-OC -- Office of RERC

Purpose:

For the continuous implementation of the various RDE, ISO and 5S activities of the Center including maintenance of the building and cleanliness of the surroundings.

Total Budget : 98,407.26

Funding : GF- MOOE

[illegible]

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
Ready-Made Curtain (RMC), Maroon Color	15	pc	450.00	6,750.00		15										
Sub-Total				14,400.00												
Office Supplies																
Cartolina, US, Blue, at least 160gsm	6	pcs	14.00	84.00		6										
Envelope, Mailing, white, long, 500pcs/box	1	box	395.00	395.00		1										
Folder, File, Long, 14pts, White	300	piece	10.00	3,000.00		300										
Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	10	boxes	14.00	140.00		10										
Paper, Haspi, green, 20" x 26"	24	pieces	50.00	1,200.00		24										
Paper, Towel, Interfolded , 1 ply, 175 pulls	12	pack	75.00	900.00		12										
Paper, Bond, A4, S-20, 70 gsm	30	reams	253.00	7,590.00		30										
Pen, Highlighter, yellow	12	pieces	45.00	540.00		12										
Pen, Sign, .5mm, Gel-type, Blue	60	piece	35.00	2,100.00		60										
Pen, Permanent Marker, black, fine tip	6	pieces	60.00	360.00		6										
Alcohol, Isopropyl, 70% solution, 500mL	12	btls	140.00	1,680.00		12										
Bathroom Deodorizer, with holder, at least 100g, any scent	12	pcs	60.00	720.00		12										
Broom, Soft (Tambo), Large, Heavy Duty	6	pcs	250.00	1,500.00		6										
Chlorine Granules, 1kg/pack	6	packs	85.00	510.00		6										
Soap, Detergent, Powder, 1 kilo/pack, any scent	12	kl	105.00	1,260.00		12										
Disinfectant Cleaner, multi-surface, scented	2	gal	300.00	600.00		2										
Dust pan, plastic, stand-up handle, small	6	pc	75.00	450.00		6										
Duster, Feather	6	pcs	45.00	270.00		6										
Dust Bin (Trash Bin), durable plastic, w/ swing-type cover, approx. 15L capacity	6	pcs	240.00	1,440.00		6										
Fabric Conditioner, Antibacterial, Refill, 1.5L, any scent	10	pack	330.00	3,300.00		10										
Foil, Aluminum, 16m x 30cm (approx. 260g)	12	boxes	290.00	3,480.00		12										
Hand Sanitizer, Gel, Antibacterial, push-type, 250mL	12	btls	120.00	1,440.00		12										
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Single)	16	pcs	100.00	1,600.00		16										
Morocco board, A4, 100pcs/ream, 230 gsm, for cover, white	3	ream	450.00	1,350.00		3										
Morocco board, A4, 100pcs/ream, 230 gsm, for cover, cream	3	ream	450.00	1,350.00		3										
PVC Plastic Cover 100pcs per Pack A4 size 0.2mm	2	packs	750.00	1,500.00		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 , guest size	12	pieces	15.00	180.00		12										
Toilet Bowl and Urinal Cleaner, at least 500mL	6	btls	125.00	750.00		6										
Toilet Brush with Holder	3	set	180.00	540.00		3										
Tissue, Bathroom, 2 Ply, 12rolls/pack	3	pack	204.00	612.00		3										
Clip, Double Binder, 2" (approx. 51mm) , Black, 12 pcs/box	3	boxes	70.00	210.00		3										
Desk Tray, Metal, Triple, Black, Dimension: approx. 30 x 25 x 38cm	3	pcs	820.00	2,460.00		3										
Dust pan, plastic, stand-up handle, large	7	pc	140.00	980.00		7										
Tape, Foam, Double Sided, 1/2" x 5m	6	rolls	52.00	312.00		6										
Tape, Masking, 1/2" x 25 yards	12	rolls	25.00	300.00		12										
Tape, Double Sided, 1" x 10m	24	rolls	35.00	840.00		24										
Tape, Masking, 1" x 25 yards	6	rolls	48.00	288.00		6										
Index Tab, PVC self adhesive 6" x 1/2", 25packs/box, Clear	5	box	850.00	4,250.00		5										
Broom, Stick Broom, Tukog	12	pc	35.00	420.00		12										
Sticky Flags, Repositionable Indexing Tab, 45x12mm, (20 sheets x 5 colors)/pack	12	pack	40.00	480.00		12										
Sub-Total				51,381.00												
Grand Total				98,401.00												

Prepared by:

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Noted by:

ROBERTO C. GUARTE
Unit Head/Project Leader

Funds Available:

MYRNA S. PANCITO
Head, Budget Office

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