

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



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

SCAN HERE



PPMP-2022-0822-56948

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2023

Unit/Office/Dept/Div: **Office of the Vice President for Academic Affairs**
 Project Code: **OVPA CY2023**
 Purpose: **For official use of the Office of the Vice President for Academic Affairs**

Total Budget : **194,000.00**
 Funding : **GF-MOOE**
 PPMP #: **127-5-520-2023-7-0-0**

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
IT Supplies and Equipment																
Computer Keyboard USB	1	pcs	400.00	400.00										1		
Computer Printer, All-in-One/Multifunction Colored-Ink Tank	1	unit	14,000.00	14,000.00										1		
Cover for CPU (Mini Tower) (package)	4	set	60.00	240.00	4											
Cover for keyboard	4	pieces	50.00	200.00	4											
Epson 001 ink, Black, 127ml, Genuine	4	btls	600.00	2,400.00	2						2					
Epson 001 ink, Cyan, Genuine	4	btls	350.00	1,400.00	2						2					
Epson 001 ink, Magenta, Genuine	4	btls	350.00	1,400.00	2						2					
Epson 001 ink, Yellow, Genuine	4	btls	350.00	1,400.00	2						2					
HP Ink Cartridge 678 Black	24	piece	550.00	13,200.00	6			6			6			6		
Epson 003 Ink Bottle for Epson L3150, YELLOW	2	btls	400.00	800.00							2					
Epson 003 Ink Bottle for Epson L3150, MAGENTA	2	btls	400.00	800.00							2					
Epson 003 Ink Bottle for Epson L3150, CYAN	2	btls	400.00	800.00							2					
Epson 003 Ink Bottle for Epson L3150, Black	4	btls	400.00	1,600.00				2			2					
HP Ink Cartridge 678 Tricolor	24	piece	550.00	13,200.00	6			6			6			6		
Sub-Total				51,840.00												
Office Furniture & Fixture																
Steel Cabinet with glass Door, sliding door, (Assembled) Adjustable shelves,	2	pc	12,000.00	24,000.00				2								
Conference Table with 12 steel frame chair for instruction office	1	set	35,000.00	35,000.00										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
Clerical table	2	unit	4,800.00	9,600.00										2		
Sub-Total				68,600.00												
Office Supplies																
Acetate, transparent, guage #6, approx. 50m/roll	1	rolls	1,525.00	1,525.00	1											
Air Freshener, Scented Gel, at least 180g, Lemon/Orange Scent	12	pcs	192.00	2,304.00	2			4			2			4		
Alchol, Isopropyl, 70% solution, 500mL, pump type	2	btls	250.00	500.00	1						1					
Bathroom Deodorizer, with holder, at least 100g, any scent	2	pcs	80.00	160.00	1						1					
Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	4	pack	115.00	460.00				2						2		
Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	4	pack	125.00	500.00				2						2		
Cartolina, US, Neon Red, at least 160gsm	2	pcs	14.00	28.00							2					
Cartolina, US, Orange, at least 160gsm	2	pcs	14.00	28.00							2					
Cartolina, Vellum, Gold, at least 180gsm	2	pcs	35.00	70.00							2					
Correction Tape, 8m x 5mm wide	6	pc	40.00	240.00	4						2					
Cutting Mat, self-healing rubber, green, A3	1	pc	700.00	700.00	1											
Date stamp, rubber, self-inking, with dater and custom text, 1" x 1-5/8"	1	pc	900.00	900.00	1											
Soap, Detergent, Powder, 1 kilo/pack, any scent	4	kl	105.00	420.00	1			1			1			1		
Soap, Dishwashing, Liquid, 250mL	24	btls	150.00	3,600.00	6			6			6			6		
Document Storage Box / Document Filing Case, plastic, transparent, A4 (30.7x23.2cm)	2	pcs	252.00	504.00	2											
Dust Bin (Trash Bin), durable plastic, w/ swing-type cover, approx. 25L capacity	4	pcs	300.00	1,200.00	4											
Envelope, Document, Brown, 150 lbs, Short	25	pc	5.00	125.00							25					
Envelope, Expanding, with garter tie, red, short	50	pc	11.00	550.00							50					
File Organizer (Accordion), Expanding, w/ 13 inside pockets & index tabs, Legal	1	pieces	368.00	368.00	1											
Folder, Pressboard, US, Blue, Long	50	pieces	30.00	1,500.00				50								
Folder, Pressboard, US, Green, Long	50	pcs	30.00	1,500.00				50								
Folder, Pressboard, US, Yellow, Long	50	pieces	30.00	1,500.00				50								
Glue Gun, Big (approx. 7x18x 28cm)	1	pcs	355.00	355.00							1					

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
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Glue Stick, Big, for Glue Gun	10	pieces	10.00	100.00							5			5		
Glue, Multi-Purpose, White, at least 130g (118mL)	4	btls	78.00	312.00	2						2					
Hand Towel, cloth, cotton, 12 pcs/pack	4	piece	258.00	1,032.00	1			1			1			1		
Ink, Refill, for Permanent Marker, Black, 30mL	2	btls	115.00	230.00	1									1		
Ink, Refill, for Permanent Marker, Blue, 30mL	2	btls	115.00	230.00	1									1		
Lever Arch File Folder, Vertical, with Ring Binder & Metal Finger Pull, Size: 3", A4 (Black)	50	pcs	140.00	7,000.00	50											
Mop Rug, Heavy Duty, 100% cotton	6	pieces	90.00	540.00				2			2			2		
Multi-Insect Killer Spray, 250mL	4	tubes	200.00	800.00	1			1			1			1		
Sticky Note, 2 x 3, Yellow	2	pads	79.00	158.00	1						1					
Oil, for typewriter, all purpose, 130 ml	1	btls	180.00	180.00				1								
Paper Cutter, wood, A4 size	1	piece	625.00	625.00				1								
Paper, Photo, high gloss, A4, 230G, 20 shts/pack	4	pack	250.00	1,000.00							4					
Paper, Specialty 200gsm 8-1/2x11, 10s, Cream	2	packs	38.00	76.00							2					
Paper, Specialty 200gsm 8-1/2x11,10s, Nashville	2	packs	38.00	76.00							2					
Pen, Permanent Marker, blue, fine tip	2	pieces	60.00	120.00				2								
Pen, Permanent Marker, black, fine tip	2	pieces	60.00	120.00				2								
Pen, Permanent Marker, green, fine tip	2	pieces	60.00	120.00				2								
Pen, Permanent Marker, red, fine tip	2	pieces	60.00	120.00				2								
Pen, Highlighter, yellow	6	pieces	45.00	270.00	2			2			2					
Pen, Sign, .5mm, Gel-type, Blue	12	piece	35.00	420.00	4			4			4					
Pin, Map, round head, asstd. Color	2	boxes	35.00	70.00				2								
Puncher, Heavy Duty	1	pieces	450.00	450.00										1		
Scouring Pad, big economy size, good quality	2	pieces	50.00	100.00							2					
Soap, Toilet, regular size	24	pieces	35.00	840.00	6			6			6			6		
Staple wire remover	4	pieces	40.00	160.00	4											
Stick Broom (tingting) 6" from the top, approx 370 pcs	4	piece	40.00	160.00				2						2		
Tape Dispenser, 1" tape, big core, any color	1	pcs	115.00	115.00										1		
Tape, Double Sided, 1" x 10m	4	rolls	35.00	140.00	2						2					
Tape, Duct, 2" x 25m, Black/Grey	4	rolls	180.00	720.00	2						2					
Toilet Bowl Cleaner, at least 500ml	2	btl	180.00	360.00	1						1					
Toilet Brush with Holder	1	set	180.00	180.00							1					
Cotton, 400g	1	packs	300.00	300.00							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
Super Adhesive Glue, clear	2	tubes	40.00	80.00	1									1		
Multi- Insect killer spray, 300ml	4	pc	219.00	876.00	1			1			1			1		
Alcohol, Ethyl, 70% solution, 1 gallon	12	gallons	600.00	7,200.00	1	1	1	1	1	1	1	1	1	1	1	1
Fist Aid Kit Set (Medical Bag)	1	set	800.00	800.00	1											
Detergent Soap, Powder, 500g	2	packs	60.00	120.00	1						1					
Ink, EPSON T9481 XL for WF-C878R Printer, Black	2	tube	1,500.00	3,000.00				1						1		
Ink, EPSON T9481 XL for WF-C878R Printer, Cyan	2	tube	1,500.00	3,000.00				1						1		
Ink, EPSON T9481 XL for WF-C878R Printer, Magenta	2	tube	1,500.00	3,000.00				1						1		
Ink, EPSON T9481 XL for WF-C878R Printer, Yellow	2	tube	1,500.00	3,000.00				1						1		
String Doormat/Rug/Basahan	4	pieces	100.00	400.00	2						2					
Freon gas R22 (for air-con)	2	kgs	680.00	1,360.00				1						1		
Key Cabinet with key chains and safety lock	1	pc	5,000.00	5,000.00	1											
Computer/Paint Brush, 1.5"	4	piece	25.00	100.00	2						2					
Soft Broom (Tambo) 200g minimum, heavy duty	4	pcs	220.00	880.00	2						2					
Chlorine Granules, 1kg/pack	1	packs	185.00	185.00	1											
Sub-Total				65,162.00												
Grand Total				185,602.00												

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ONPAA - GAS 2023

Date: **08/22/2022**

*Funding Sources: General Fund(GF), Trust Fund(TF, Special Trust Fund(STF), IGP, Supplemental or Augmentation

ite: 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