

☒ Original PPMP

☐ Revised (Changed items, same budget)

☐ Supplemental



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



36-5-395-2022-0-0-2

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2022

Unit/Office/Dept/Div: College of Forestry & Environmental Sciences

Project Code: VSU-FTP-2021-3a

Purpose: Project Materials and Supplies / Official Use

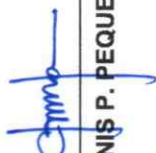
Total Budget : 20,000.00

Funding : GF-MOOE

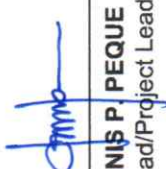
General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Communication/Courier Services																
Smart Prepaid Cell Card, 300Php	7	pc	330.00	2,310.00		7										
Globe Prepaid Cell Card, 300Php	3	pc	330.00	990.00		3										
Voice Recorder	1	pc	4,500.00	4,500.00		1										
Sub-Total				7,800.00												
Hardwares																
Raincoat, Poncho Type, Medium, Brown	1	piece	500.00	500.00		1										
Raincoat, Jacket and Pants, Medium, Transparent	1	pair	350.00	350.00		1										
Raincoat, Jacket and Pants, Large, Transparent	1	pair	350.00	350.00		1										
Folding umbrella	3	pcs	300.00	900.00		3										
Sub-Total				2,100.00												
IT Supplies and Equipment																
Ink, Epson 003, Genuine Black 65mL	1	btl	350.00	350.00		1										
Ink, EPSON 003, Genuine Cyan 65mL	1	btl	350.00	350.00		1										
Ink, EPSON 003, Genuine Magenta 65mL	1	btl	350.00	350.00		1										
Ink, EPSON 003, Genuine Yellow 65mL	1	btl	350.00	350.00		1										
Sub-Total				1,400.00												
Laboratory Supplies																
Facial Tissue 1 Pc 14 x 9 Cm	2	boxes	125.00	250.00		2										
Sub-Total				250.00												
Office Supplies																
Clip Board, Plastic, with PVC Cover, A4, any color	3	pcs	198.00	594.00		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
Pen, Ball, black	10	pieces	10.00	100.00		10										
Pen, Ball, red	10	pieces	10.00	100.00		10										
Pen, Ball, blue	20	pieces	10.00	200.00		20										
Pen, Permanent Marker, blue, broad tip	2	pieces	60.00	120.00		2										
Pen, Permanent Marker, black, fine tip	2	pieces	60.00	120.00		2										
Pen, Permanent Marker, blue, fine tip	2	pieces	60.00	120.00		2										
Pen, Permanent Marker, black, broad tip	2	pieces	60.00	120.00		2										
PENCIL #2 MEDIUM YELLOW 12/BOX	3	Box of 12's	120.00	360.00		3										
Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	2	boxes	14.00	28.00		2										
Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	2	box	30.00	60.00		2										
Envelope, Expanding, with garter tie, brown, long	10	pc	15.00	150.00		10										
Envelope, Expanding, Plastic, Long, with Handle	6	pcs	100.00	600.00		6										
Alcohol, Ethyl, 70% solution, 500mL	2	btls	125.00	250.00		2										
Face Mask, Surgical, Disposable, 3-ply, 50 pcs/box	2	boxes	150.00	300.00		2										
Sticky Note, 2 x 3, Yellow	1	pads	79.00	79.00		1										
Sticky Flags, Repositionable Indexing Tab, 45x12mm, (20 sheets x 5 colors)/pack	1	pack	40.00	40.00		1										
Pen, Highlighting, asstd color	2	pcs	25.00	50.00		2										
Folder, File, Long, 14pts, White	20	piece	10.00	200.00		20										
Tissue, Bathroom, 2 Ply, 12rolls/pack	1	pack	204.00	204.00		1										
Paper, Bond, A4, S-24, 80 gsm	5	reams	289.00	1,445.00		5										
Ink, Refill, for Permanent Marker, Black, 30mL	1	btls	115.00	115.00		1										
Ink, Refill, for Permanent Marker, Blue, 30mL	1	btls	115.00	115.00		1										
Clip Board, Plastic, with PVC Cover, Long, any color	3	pcs	222.00	666.00		3										
Stapler, HD No.35	1	pc	350.00	350.00		1										
Staple Wire, #35	2	boxes	30.00	60.00		2										
Staple wire remover	1	pieces	40.00	40.00		1										
Sub-Total				6,586.00												
Grand Total				18,136.00												

Prepared by:


DENNIS P. PEQUE

Noted by:


DENNIS P. PEQUE
Unit Head/Project Leader

Funds Available:


ALICIA M. FLORES
Head, Budget Office

Date: 01/19/2022

*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