

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



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

SCAN HERE



PPMP-2022-0824-57521

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2023

Unit/Office/Dept/Div: Department of Agronomy

Project Code: A.III.b.I

Purpose: For Office and IT supplies

Total Budget : 180,000.00

Funding : GF-MOOE

PPMP #: 3-5-1546-2023-7-0-0

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
Agricultural/Farm Supplies																
Net bags	100	pc	20.00	2,000.00										100		
Sub-Total				2,000.00												
IT Supplies and Equipment																
Keyboard And Mouse Combo Bundle, USB powered	5	set	600.00	3,000.00										5		
Printer, computer, continuous ink system, 4-in-1 (Print, Scan, Xerox copy, Fax with ADF)	1	unit	22,000.00	22,000.00										1		
Sub-Total				25,000.00												
Laboratory Supplies																
Filter Paper	10	box of 50's	2,000.00	20,000.00										10		
Buffer solution, pH 7, 1000 ml.	2	btl	1,000.00	2,000.00										2		
Buffer Solution pH 4, 500 mL	1	btl	2,500.00	2,500.00										1		
Sub-Total				24,500.00												
Medical & Dental Supplies & Equipment																
Surgical Gloves #7	5	Box of 50's	590.00	2,950.00										5		
Sub-Total				2,950.00												
Office Furniture & Fixture																
White Board, 100x150cm	2	piece	4,515.00	9,030.00										2		
Sub-Total				9,030.00												
Office Supplies																

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
Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	10	pack	125.00	1,250.00										10		
Battery, Alkaline, Size: C, 2pcs/pack	10	pack	95.00	950.00										10		
Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	10	pack	115.00	1,150.00										10		
Cartolina, US, Blue, at least 160gsm	10	pcs	14.00	140.00										10		
Cartolina, US, Green, at least 160gsm	10	pcs	14.00	140.00										10		
Cartolina, US, Neon Green, at least 160gsm	10	pcs	14.00	140.00										10		
Staple wire remover	10	pieces	40.00	400.00										10		
Stapler, HD No.35	15	pc	350.00	5,250.00										10		
Masking Tape, 1"	15	rolls	60.00	900.00										15		
Scotch Tape	20	pcs	30.00	600.00										15		
Paper, Manila	100	pcs	6.00	600.00										20		
Ruler, Plastic, 12"	20	pieces	15.00	300.00										100		
Chalk, White, Dustless, 100 pcs/box	5	boxes	75.00	375.00										20		
Pen, Whiteboard Marker, black	10	pieces	50.00	500.00										5		
Pen, Whiteboard Marker, red	10	pieces	50.00	500.00										10		
Mouse Pad, Rubber	5	pad	250.00	1,250.00										10		
Alcohol, Ethyl, 70% solution, 500mL	20	btls	125.00	2,500.00										5		
Calculator, desktop-type, 12 digits, 2-way power, plastic keys	2	unit	530.00	1,060.00										20		
Meter Stick, wood, 100 cm, yellow background w/ black markings	10	pieces	150.00	1,500.00										2		
Desk Tape Dispenser	2	piece	500.00	1,000.00										10		
Pen Sign 0.7mm Gel type, blue	20	pc	49.00	980.00										2		
Ink, Refill, for Permanent Marker, Black, 30mL	5	btls	115.00	575.00										20		
Ink, Refill, for Permanent Marker, Blue, 30mL	5	btls	115.00	575.00										5		
Pen, Sign, .5mm, Gel-type, Black	10	piece	35.00	350.00										5		
Pen, Sign, .5mm, Gel-type, Blue	10	piece	35.00	350.00										10		
Tissue, Bathroom, 2 Ply, 12rolls/pack	10	pack	204.00	2,040.00										10		
Sub-Total				25,375.00												
Grand Total				88,855.00												

Prepared by: Milesa C. Marsado 8/24/22

MILESA C. MARSADO

Noted by: Ruth O. Escasinas 8/24/2022

RUTH O. ESCASINAS
Unit Head/Project Leader

Noted By:

Alicia M. Flores 8/24/22
ALICIA M. FLORES
Head, Budget Office

Date: 08/24/2022

<> *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