

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



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



26-4-1232-2021-4-0-0

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2021

Unit/Office/Dept/Div: Institute of Tropical Ecology & Envl. Mgmt.

Project Code: FISH CORAL RESEARCH PROJECT 20201050-10.108 (ADMINISTRATIVE COST)

Purpose: office supplies

Total Budget : 133,000.00

Funding : TF

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
Office Supplies																
Alcohol, Isopropyl, 70% solution, 500mL	10	btl	140.00	1,400.00							10					
Pen, Ball, red	24	pieces	10.00	240.00							12	12				
Pen, Sign, .5mm, Gel-type, Blue	36	piece	35.00	1,260.00							18	18				
Pencil, Lead, #2, w/ eraser	24	pieces	10.00	240.00							12	12				
Pen, Whiteboard Marker, black	12	pieces	50.00	600.00							12					
Pen, Whiteboard Marker, red	12	pieces	50.00	600.00							12					
Pen, Permanent Marker, black, fine tip	12	pieces	60.00	720.00							12					
Pen, Permanent Marker, red, fine tip	12	pieces	60.00	720.00							12					
Tape, Masking, 1" x 25 yards	10	rolls	48.00	480.00							10					
Paper, Bond, A4, S-24, 80 gsm	10	reams	289.00	2,890.00							10					
Paper, Bond, Long, S-20, 70 gsm	5	reams	286.00	1,430.00							5					
Paper, Bond, Short, S-20, 70 gsm	5	reams	245.00	1,225.00							5					
Tissue, Bathroom, 2 Ply, 12rolls/pack	2	pack	204.00	408.00							2					
Sub-Total				12,213.00												
Grand Total				12,213.00												

Prepared by:

CECILIO M. BENITEZ

Noted by:

HUMBERTO R. MONTES
 Unit Head/Project Leader

Funds Available:

ERLINDA S. ESGUERRA
 Head, Accounting Office

Date: **06/14/2021**

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