

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



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

SCAN HERE



PPMP-2022-0830-58364

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
 CY 2023

Unit/Office/Dept/Div: **Office of the University Disaster & Risk Reduction Management**
 Project Code: **OUDDRM-2023**
 Purpose: **Office Supplies**

Total Budget : **100,000.00**
 Funding : **GF-MOOE**
 PPMP #: **148-5-1373-2023-7-0-0**

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
Construction and Electrical Supplies																
LED Bulb, 15 watts	10	pcs	300.00	3,000.00			10									
Caution barricade tape	20	roll	285.00	5,700.00	20											
Sub-Total				8,700.00												
Fuel & Lubricants																
Gasoline (Unleaded) - For VSU Fuel Station	170	liters	85.00	14,450.00	170											
Sub-Total				14,450.00												
IT Supplies and Equipment																
Epson 001 ink, Black, 127ml, Genuine	15	btls	600.00	9,000.00	15											
Epson 001 ink, Cyan, Genuine	10	btls	350.00	3,500.00	10											
Epson 001 ink, Magenta, Genuine	10	btls	350.00	3,500.00	10											
Epson 001 ink, Yellow, Genuine	10	btls	350.00	3,500.00	10											
HDMI to HDMI cable	1	piece	500.00	500.00	1											
Megaphone	1	unit	1,500.00	1,500.00	1											
Sub-Total				21,500.00												
Office Supplies																
Alcohol, Ethyl, 70% solution, 500mL	25	btls	125.00	3,125.00	15			10								
Paper, Mimeo, WW, A4, S-20	33	ream	220.00	7,260.00	20			13								
Flashlight, heavy duty, w/ chargeable battery, 3 battery capacity, 1.5 v D type	7	pcs	2,625.00	18,375.00	7											
Pen, Ball, blue	53	pieces	10.00	530.00	25			28								
Battery, Alkaline, 9 volts	10	pcs	202.00	2,020.00	10											

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: C, 2pcs/pack	20	pack	95.00	1,900.00	15						5					
Envelope, Coin, #4, 500pcs/box	15	box of 50's	200.00	3,000.00	10						5					
Scotch Tape	10	pcs	30.00	300.00	10											
Record Book, Big, 300 pages	30	pcs	110.00	3,300.00	15						15					
Record Book, Big, 500 pages	30	pcs	115.00	3,450.00	15						15					
Paper, Photo, high gloss, A4, 230G, 20 shts/pack	20	pack	250.00	5,000.00	20											
Folder, File, Long, 14pts, White	50	piece	10.00	500.00	30			20								
Folder, File, Short, 14pts, White	30	piece	8.00	240.00	20			10								
PAPER CLIPS VINYL COATED ASSORTED 33MM, 100pcs per box	10	box of 50's	25.00	250.00	10											
Binder Clip, 2-inch, 12 pcs/box	1	boxes	100.00	100.00	1											
Paper Clips Small Vinyl (33MM)	1	Box of 100's	35.00	35.00	1											
Sub-Total				49,385.00												
Grand Total				94,035.00												

Prepared by:

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Noted by:

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Noted By:

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Date: 09/02/2022

<> *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