

☒ Original PPMP

☐ Revised (Changed items, same budget)

☐ Supplemental



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



39-5-1097-2022-8-0-3

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2022

Unit/Office/Dept/Div: College of Nursing

Project Code: CON-PPMP 2022

Purpose: for office use

Total Budget : 200,000.00

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																
Globe Pre-paid Cell Card, 500Php	15	pc	550.00	8,250.00	15											
Globe Prepaid Cell Card, 300Php	15	pc	330.00	4,950.00						15						
Smart Prepaid Cell Card, 300Php	15	pc	330.00	4,950.00	15											
Smart Prepaid Cell Card, 500Php	15	pc	550.00	8,250.00						15						
Sub-Total				26,400.00												
Construction and Electrical Supplies																
Bulb, LED, 15W	23	pieces	300.00	6,900.00			15			8						
Sub-Total				6,900.00												
Fuel & Lubricants																
Gasoline, Premium	160	liter	55.00	8,800.00	15	15	15	15	15	15	15	15	15	15	10	
Sub-Total				8,800.00												
IT Supplies and Equipment																
Anti-virus Software	1	pc	5,000.00	5,000.00											1	
Ink, EPSON 003, Genuine Yellow 65mL	6	btl	350.00	2,100.00	3			3								
Ink, EPSON 003, Genuine Magenta 65mL	6	btl	350.00	2,100.00	3			3								
Ink, EPSON 003, Genuine Cyan 65mL	6	btl	350.00	2,100.00	3			3								
Ink, Epson 003, Genuine Black 65mL	10	btl	350.00	3,500.00	3			3				4				
Ink, T05C1, BLACK	4	pack	1,500.00	6,000.00			1				3					
Ink, T05C2, Cyan	3	pack	1,500.00	4,500.00				1			2					
Ink, T05C3, Magenta	3	pack	1,500.00	4,500.00				1			2					
Ink, T05C4, Yellow	3	packs	1,500.00	4,500.00			1				2					

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 Furniture & Fixture				34,300.00												
Folding Training Table	1	pc	4,500.00	4,500.00			1									
Sub-Total				4,500.00												
Office Supplies																
Alcohol, Ethyl, 70% solution, 500mL	30	btl	125.00	3,750.00	10											
Soft Broom (Tambo) 200g minimum, heavy duty	5	pcs	125.00	625.00		5		10				10				
Book Ends, Metal, Big (approx. 13x15x25cm), at least 400g	4	pair	162.00	648.00	4											
Clip, Metal Bulldog, 3" (approx. 76.2mm), 12 pcs/box	2	boxes	192.00	384.00			2									
Clip, Double Binder, 1-1/4" (approx. 32mm), Black, 12 pcs/box	20	boxes	28.00	560.00				20								
Clip, Double Binder, 1-5/8" (approx. 41mm), Black, 12 pcs/box	15	boxes	46.00	690.00												
Clip, Double Binder, 2" (approx. 51mm), Black, 12 pcs/box	15	boxes	70.00	1,050.00							15					
Clip, Metal Bulldog, 1-1/2" (approx. 38.1mm), 12 pcs/box	15	boxes	55.00	825.00			15									
Soap, Detergent, Powder, 1 kilo/pack, any scent	9	kl	105.00	945.00												
Soap, Dishwashing, Liquid, 250mL	20	btl	150.00	3,000.00	10			10						5		
Soap, hand, liquid, 250 ml	12	btl	135.00	1,620.00		5										
Envelope, Expanding, with garter tie, brown, long	10	pc	15.00	150.00				10								
File Organizer (Accordion), Expanding, w/ 13 inside pockets & index tabs, Legal	2	pieces	368.00	736.00		2										
Folder, File, Long, 14pts, White	150	piece	10.00	1,500.00	100											
Folder, Pressboard, US, Green, Long	60	pcs	30.00	1,800.00	60					50						
Folder, Pressboard, US, Yellow, Long	30	pieces	30.00	900.00												
Folder, Pressboard, US, Blue, Long	15	pieces	30.00	450.00		30										
Lever Arch File Folder, Vertical, with Ring Binder & Metal Finger Pull, Size: 3", A4 (Black)	10	pcs	140.00	1,400.00		15										
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double)	30	pcs	195.00	5,850.00												
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Single)	10	pcs	100.00	1,000.00							30					
Multi-Purpose Glue, 130 g	10	btl	60.00	600.00			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
Paper, Bond, A4, S-20, 70 gsm	120	reams	253.00	30,360.00						50	70					
Pen, Sign, .5mm, Gel-type, Blue	30	piece	35.00	1,050.00	30											
Pen, Sign, .5mm, Gel-type, Red	50	piece	35.00	1,750.00	50											
My-Gel Gel Ink Pen refill 0.5mm, Blue	30	piece	25.00	750.00	30											
Staple Wire, #35	15	boxes	30.00	450.00			15									
Trash Bag (Garbage Bag), X-Large (18.5x18.5x40 inches), 10pcs/pack, Black	5	pack	85.00	425.00									5			
Trash Bag (Garbage Bag), Large (15x15x37 inches), 10pcs/pack, Black	10	pack	56.00	560.00									10			
Pen, Whiteboard Marker, blue,	3	pieces	50.00	150.00					3							
Pen, Whiteboard Marker, red	3	pieces	50.00	150.00					3							
Pen, Whiteboard Marker, black	3	pieces	50.00	150.00					3							
Sub-Total				64,278.00												
Grand Total				145,178.00												

Prepared by:

JANNET LESLIE EVELYN S. CODOG

Noted by:

JOEL REY U. ACOB
Unit Head/Project Leader

Funds Available:

ALICIA M. FLORES
Head, Budget Office

Date: 09/09/2021

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

Note: Please make a separate PMP 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