

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



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



66-1-903-2022-7-0-1

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2022

Unit/Office/Dept/Div: **Supply & Property Management Office**
 Project Code: **VSU FUEL STATION - 2022**
 Purpose: **For VSU Fuel Station office supplies use.**

Total Budget : **50,000.00**
 Funding : **STF**

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
IT Supplies and Equipment																
Printer, Tank Ink System, 3 in 1 (Print, Scan, Copy)	1	unit	11,000.00	11,000.00		1										
Ink, Epson 003, Genuine Black 65mL	3	btl	350.00	1,050.00			3									
Ink, EPSON 003, Genuine Cyan 65mL	3	btl	350.00	1,050.00			3									
Ink, EPSON 003, Genuine Magenta 65mL	3	btl	350.00	1,050.00			3									
Ink, EPSON 003, Genuine Yellow 65mL	3	btl	350.00	1,050.00			3									
Ink, Epson, genuine (C) T664, 70 ml	5	pieces	350.00	1,750.00			3	2								
Ink, Epson, genuine (M) T664, 70 ml	5	pieces	350.00	1,750.00			3	2								
Ink, Epson, genuine, (BK) T664, 70 ml	8	pieces	350.00	2,800.00			4		4							
Ink, Epson, genuine, (Y) T664, 70 ml	5	pieces	350.00	1,750.00			4		1							
UPS, 1000 VA	1	unit	3,000.00	3,000.00		1										
Mouse, Wired, Optical, USB	3	pieces	210.00	630.00		3										
Headset with Noise Cancelling Mic	1	unit	1,800.00	1,800.00		1										
Sub-Total				28,680.00												
Office Supplies																
Paper, Bond, A4, S-24, 80 gsm	10	reams	289.00	2,890.00			5			5						
Envelope, Expanding, with garter tie, blue, long	10	pc	15.00	150.00			5			5						
Pen, Sign, .5mm, Gel-type, Blue	10	piece	35.00	350.00					5		5					
Alcohol, Isopropyl, 70% solution, 500mL	5	btl	140.00	700.00							5					
Bleach, Liquid, 99.9% Antibacterial, Disinfectant, at least 3785 mL	2	gallon	450.00	900.00				2								
Paper, Bond, Short, S-20, 70 gsm	10	reams	245.00	2,450.00				5			5					

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
Face Mask, Surgical, Disposable, 3-ply, 50 pcs/box	5	boxes	150.00	750.00			3		2							
Sub-Total				8,190.00												
Grand Total				36,870.00												

Prepared by: _____

DOREEN B. ALBA

Noted by: _____

ALICIA M. FLORES
Unit Head/Project Leader

Funds Available: _____

ALICIA M. FLORES
Head, Budget Office

Date: **12/13/2021**

*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