99-2-1029-2021-0

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

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

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2021

Unit/Office/Dept/Div: Gender Association Department
Project Code: Gender and Development-2019

Total Budget : 659,025.42
Funding : GF

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Computer Supplies																
Computer Set A, Office Build	2	set	13,000.00	26,000.00			2									
Laptop Netbook	2	pc	14,900.00	29,800.00			2									
Sub-Total				**55,800.00**												
Hardwares																
Brush, Paint No. 12	10	piece	85.00	850.00	10											
Thinner, paint	2	gallons	350.00	700.00	2											
Roller paint brush w/handle, 7"	10	pieces	30.00	300.00	10											
Paint, Latex, glossy white	5	gallons	307.90	1,539.50	5											
Paint, Latex (Purple)	30	gallons	700.00	21,000.00	30											
Sub-Total				**24,389.50**												
Office Appliances/Equipment																
Air Conditioner 3/4 or 1HP inverter or non-inverter Window Type	2	pc	14,900.00	29,800.00			2									
Sub-Total				**29,800.00**												
Office Supplies and Materials																
Air Freshener, 280ml Bayfresh Orange	6	tubes	125.00	750.00			6									
Air Freshener, 280ml Glade Orange/Lemon	6	tubes	124.30	745.80			6									
Alcohol, Rubbing, Isoprophyl 70% 500ml	50	bottles	45.00	2,250.00			50									
Envelope, documentary for A4 size Kraft 150gsm	100	pieces	1.50	150.00			100									
Sticker Paper, high gloss A4 size, Best Buy	10	pack	155.00	1,550.00			10									
Transparency Film 210 x 297mm (A4) Superfax	4	box	250.00	1,000.00			4									
Carbon Paper, ordinary, A4 size, 100's/box	1	box	69.75	69.75			1									
Paper, Book, A4 size, 80 gsm, Double A	2	reams	234.00	468.00			2									

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Photo paper, A4, 135 gms. (10/pad)	2	pack	534.00	1,068.00			2									
Folder, file, for A4size paper, 14pts	300	piece	2.00	600.00			300									
Photo paper, A4, non glossy (20pcs/pack)	5	pack	100.00	500.00			5									
Paper, Bond, A4, 80 gsm	100	ream	260.00	26,000.00			100									
FOLDER PRESS BOARD,A4, DOUBLE FOLD,WHITE	500	pcs	20.00	10,000.00			500									
PVC Plastic Cover 100pcs per Pack A4 size 0.2mm	2	packs	500.00	1,000.00			2									
Paper, Book, A4 size, 70 gsm, Double A	2	reams	232.00	464.00			2									
Clear book/File A4 20pockets good qlty	50	pieces	43.00	2,150.00			50									
Bathroom Deodorizer Lemon/Orange scent Albatros	10	pieces	32.95	329.50			10									
Calculator Casino	2	pieces	350.00	700.00			2									
Card, Index, 3 x 5 ruled both side, 500pcs/box	5	pack	50.35	251.75			5									
Cartolina Linen white	30	pieces	15.00	450.00			30									
Cartolina US black good qlty	20	pieces	10.00	200.00			20									
Cartolina US gold good qlty	30	pieces	4.75	142.50			30									
Cartolina US green good qlty	30	pieces	4.75	142.50			30									
Cartolina US light blue good qlty	30	pieces	4.75	142.50			30									
Cartolina US light green good qlty	30	pieces	4.75	142.50			30									
Cartolina Vellum gold US	20	pieces	28.00	560.00			20									
Cartolina Vellum white US	20	pieces	28.00	560.00			20									
Cleaner, Glass, Lemon Scent , Pledge or equiv	3	btls	176.05	528.15			3									
Cleanser, powder, Dutch/Ajax 350 gms	50	can	20.00	1,000.00			50									
Corkboard, 36" x 24" x 1"	3	pieces	210.00	630.00			3									
Correction Pen, Touch & Go	5	pieces	75.00	375.00			5									
Crayons 48 colors Crayola or equiv	20	boxes	52.80	1,056.00			20									
Datafilers, DF-3125W, Jumbo legal oblong	50	pieces	282.50	14,125.00			50									
DOMEX, lemon scent, 500 ml	10	bottles	75.60	756.00			10									
Dust pan, plastic w/handle, large	5	pieces	25.00	125.00			5									
Duster, Cotton	5	pieces	25.00	125.00			5									
Envelope, Brown, 9 x 12-1/2, #150 lbs good qlty	100	pieces	5.00	500.00			100									
Envelope, Mailing ord long classic white S-20 10xx	2	boxes	170.00	340.00			2									
Eraser, whiteboard,	5	pieces	10.00	50.00			5									
Flashlights, HD, w/ chargeable battery (3batt.cap)	3	pieces	500.00	1,500.00			3									
Glue sticks medium size	20	pieces	2.00	40.00			20									

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Glue, Elmer's Glue-All, 946 gms	3	gallon	165.00	495.00			3									
Hand Sanitizer SAFEGUARD 75ml	50	bottles	95.00	4,750.00			50									
ID Jacket plastic w/clip (bulldog)	300	pieces	7.15	2,145.00			300									
Index Tab, transparent self-adhesive asstd colors, 5sets/box, SPEEDO	50	set	55.40	2,770.00			50									
Ink, Stamp pad violet, w/applicator	3	bottles	23.30	69.90			3									
Insect spray, 300ml. Baygon	5	cans	219.36	1,096.80			5									
Soap, Dish washing Liquid Refill Lemon 200ml	30	pack	36.00	1,080.00			30									
Magazine Journal Rack	2	pieces	1,150.00	2,300.00			2									
Memo Notebooks, 80 shts Paper One sm	100	pieces	5.40	540.00			100									
Notebook, Steno 60 lvs ruled GSP bond 55gsm	100	pieces	15.00	1,500.00			100									
Pail, Plastic 4 gals cap w/cover	2	pieces	65.00	130.00			2									
Paper Clamp big steel 3	300	pieces	5.70	1,710.00			300									
Paper Cutter, 18" (wooden cutter)	2	pieces	1,300.00	2,600.00			2									
Floor mop,w/mop bucket,microfiber spin rotating 360 ?	2	pc	1,500.00	3,000.00			2									
Laminator Machine	1	unit	2,100.00	2,100.00			1									
STAND FAN	2	unit	25,000.00	50,000.00			2									
ball pen, violet good quality	100	dozen	10.00	1,000.00			100									
ball pen blue, flextick #.05	100	dozen	10.00	1,000.00			100									
EXTERNAL HARD DRIVE	10	unit	3,500.00	35,000.00			10									
AMPLIFIER with MIC and LAPEL	2	unit	3,000.00	6,000.00			2									
POWDER DETERGENT	5	kilo	95.00	475.00			5									
Folder, Ordinary White Long	100	piece	6.00	600.00			100									
Pen, Sign, My Gel Dong A, Fine Tech, 0.3mm, blue	50	pieces	45.00	2,250.00			50									
Filing Cabinet, steel, 4 drawers	5	unit	4,000.00	20,000.00			5									
Rag, (for cleaning & wiping)	20	pieces	3.00	60.00			20									
Clip, backfold, 50mm (2"), 12pcs/box	50	box	47.85	2,392.50			50									
Clip, backfold, 25mm (1"), 12pcs/box	50	box	11.45	572.50			50									
Tape, Transparent, 3" x 50 cm, good quality	10	rolls	40.00	400.00			10									
Specialty board, short 8-1/2 x 11, 120 gsm, light blue (10pcs/pack)	30	pack	65.00	1,950.00			30									
Specialty board, short 8-1/2 x 11, 120 gsm, light pink (10pcs/pack)	30	pack	65.00	1,950.00			30									

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Specialty board, short 8-1/2 x 11, 120 gsm, green (10pcs/pack)	30	pack	65.00	1,950.00			30									
Specialty board, short 8-1/2 x 11, 120 gsm, yellow (10pcs/pack)	30	pack	65.00	1,950.00			30									
Specialty board, short 8-1/2 x 11, 120 gsm, white (10pcs/pack)	30	pack	65.00	1,950.00			30									
Pen, Ball, HBW, red	20	pieces	5.00	100.00			20									
Book, Record, #75 500pp, Vernal	10	pieces	350.00	3,500.00			10									
Scissors, 8", Stainless	5	piece	100.00	500.00			5									
Stick Broom (tingting) 6" fr the top, approx 370 pcs	3	piece	16.90	50.70			3									
Envelope, Expanding long violet w/garter tie	300	pc	12.00	3,600.00			300									
EPSON L220 Ink Cartridge Black	20	btls	300.00	6,000.00			20									
EPSON L220 Ink Cartridge Yellow	20	btls	300.00	6,000.00			20									
EPSON L220 Ink Cartridge Magenta	20	btls	300.00	6,000.00			20									
EPSON L220 Ink Cartridge Cyan	20	btls	300.00	6,000.00			20									
Paper, Bond long 8-1/2 x 13, S-20 70gsm US Superwhite	10	reams	275.00	2,750.00			10									
Bondpaper, short, 80 gsm ultra white	10	reams	295.00	2,950.00			10									
Soft Broom Tambo heavy duty thick BAGUIO	10	pieces	32.70	327.00	10											
Sub-Total				**267,101.35**												
Photocopying supplies																
REPLACEMENT FOR INK CARTRIDGE, HP 2515, BLACK	30	piece	420.00	12,600.00			30									
REPLACEMENT INK CARTRIDGE FOR HP 2515 PRINTER, TRI-COLOR	50	piece	420.00	21,000.00			50									
Sub-Total				**33,600.00**												
Grand Total				**410,690.85**												

Prepared by: _____
LETTY JEAN C. LOR

Noted by: _____
MARIA AURORA TERESITA W. TABADA
Unit Head/Project Leader

Funds Available: _____
MYRNA S. PANCITO
Head, Budget Office

Date: **07/30/2020**

*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,