

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



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

SCAN HERE



PPMP-2023-0814-137720

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
 CY 2024

Unit/Office/Dept/Div: Cash Office

Project Code: CaO_2024

Purpose: Office Use

Total Budget : 150,000.00

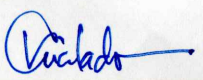
Funding : GF-MOOE

PPMP #: 216-5-992-2023-7-0-1

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																
Ink, Epson 003,Genuine Black 65mL	20	btl	350.00	7,000.00		20										
Ink, EPSON 003,Genuine Cyan 65mL	9	btl	350.00	3,150.00		9										
Ink, EPSON 003,Genuine Magenta 65mL	9	btl	350.00	3,150.00		9										
Ink, EPSON 003,Genuine Yellow 65mL	9	btl	350.00	3,150.00		9										
Ribbon Cartridge EPSON S015639	15	pieces	165.00	2,475.00		15										
Ribbon Cartridge EPSON LX-310	10	pcs	165.00	1,650.00		10										
Toner, KyoceraTASKalfa 1800	1	piece	7,500.00	7,500.00		1										
Flash Drive, 16 GB capacity	20	pc	200.00	4,000.00		20										
Sub-Total				32,075.00												
Office Furniture & Fixture																
Lounge Sofa set with center table	1	set	16,400.00	16,400.00		1										
Sub-Total				16,400.00												
Office Supplies																
Data Filer, Big size, Legal	10	pieces	500.00	5,000.00		10										
Alcohol, Ethyl, 70% solution, 500mL	30	btl	125.00	3,750.00		30										
Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	10	box of 50's	30.00	300.00		10										
Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	10	boxes	14.00	140.00		10										
Dishwashing Liquid Soap, Refill 350ml	12	pack	120.00	1,440.00		12										
Paper, Bond, A4, S-24, 80 gsm	100	reams	289.00	28,900.00		100										
Paper, Bond, Long, S-24, 80 gsm	50	reams	328.00	16,400.00		50										

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, Short, S-24, 80 gsm	10	reams	277.00	2,770.00		10										
Pen, Sign, .5mm, Gel-type, Blue	15	piece	35.00	525.00		15										
Pen, Sign, .5mm, Gel-type, Red	3	piece	35.00	105.00		3										
Plastic Twine, 1kl/roll	2	rolls	110.00	220.00		2										
Glue, Multi-Purpose, White, at least 130g (118mL)	4	btls	78.00	312.00		4										
Tape, Transparent, 24mm x 50m	10	rolls	120.00	1,200.00		10										
Calculator, scientific, 10+2 digits, 2 line display, at least 240 functions	3	unit	1,350.00	4,050.00		3										
Floor mop with bucket, microfiber spin rotating 360	1	pc	1,500.00	1,500.00		1										
Hand Towel, cloth, cotton	2	piece	35.00	70.00		2										
Plastic High Quality Trash Can with Rotating Cover, approx. 45 liters capacity	2	pcs	350.00	700.00		2										
Correction Tape, 10 meters	13	pcs	32.00	416.00		13										
Rubberband, #18, 350 gms/box	3	boxes	270.00	810.00		3										
Sub-Total				68,608.00												
Grand Total				117,083.00												

Prepared by:


VALERIE C. VALENZONA

Noted by:


QUEEN-EVER Y. ATUPAN
Unit Head/Project Leader

Noted By:


ALICIA M. FLORES
Head, Budget Office

Date: **08/14/2023**

<> *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