



30-1-900-2021-8-0-0



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: **Department of Mechanical Engineering**
 Project Code: **DME-STF-2021**
 Purpose: **DME Laboratory and Office Use**

Total Budget : **152,160.00**
 Funding : **STF**

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
IT Supplies and Equipment																
Computer Webcam	2	pieces	1,000.00	2,000.00	1			1								
Ink, Epson, genuine (C) T664, 70 ml	5	pieces	350.00	1,750.00				5								
Ink, Epson, genuine (M) T664, 70 ml	5	pieces	350.00	1,750.00				5								
Ink, Epson, genuine, (Y) T664, 70 ml	5	pieces	350.00	1,750.00				5								
Ink, Epson, genuine, (BK) T664, 70 ml	15	pieces	350.00	5,250.00	10			5								
Mouse, Wired, Optical, USB	2	pieces	210.00	420.00	1			1								
PVC Plastic Cover 100pcs per Pack A4 size 0.2mm	2	packs	500.00	1,000.00	1			1								
UPS, at least 500 w	1	piece	2,550.00	2,550.00	1											
Desktop Microphone	2	pieces	650.00	1,300.00	1			1								
Sub-Total				17,770.00												
Laboratory Supplies																
Alcohol, Ethyl, 70% solution, 1 gallon	2	gallons	600.00	1,200.00	2											
Sub-Total				1,200.00												
Office Equipment																
Comb Binding ring Machine,	1	pc	22,000.00	22,000.00				1								
Document Scanner w/ ADF	1	unit	26,000.00	26,000.00		1										
Riso Machine, Copy Printer, fully-automatic one-drum stencil system, 300x300 dpi, 60-90 sheets per m	1	set	75,000.00	75,000.00	1											
Sub-Total				123,000.00												
Office Supplies																
Paper, Bond, A4, S-24, 80 gsm	25	reams	289.00	7,225.00	15			10								

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
Paper, Bond, Long, S-24, 80 gsm	9	reams	328.00	2,952.00	5			4								
Sub-Total				10,177.00												
Grand Total				152,147.00												

Prepared by: 
ANTONETTE S. CRUZ

Noted by: 
JUNDY R. CASTIL
Unit Head/Project Leader

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

Date: **09/22/2020**

*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, Farm & Agricultural Supplies, Feeds & Feed Ingredients, Medical & Dental Supplies, Auto Supplies