



94-2-903-2021-0-1



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: **Property Management Office**
 Project Code: **PMO**

Total Budget : **137,500.00**
 Funding : **GF**

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
Computer Supplies																
Mouse, Wired Optical, USB	3	pieces	210.00	630.00	3											
Wireless Optical Mouse	1	pcs	1,000.00	1,000.00	1											
Ink, Epson, genuine, (Yellow) T664, 70 ml	12	pieces	350.00	4,200.00	2		2	2	2		2		2		2	
Ink, Epson, genuine, (BK) T664, 70 ml	24	pieces	350.00	8,400.00	2	2	2	2	2	2	2	2	2	2	2	2
Ink, Epson, genuine (C) T664, 70 ml	12	pieces	350.00	4,200.00	2		2		2		2		2		2	
Ink, Epson, genuine (M) T664, 70 ml	12	pieces	350.00	4,200.00	2		2		2		2		2		2	
Sub-Total				22,630.00												
Office Supplies and Materials																
Alcohol, Rubbing, Isoprophyl 70% 500ml	30	bottles	45.00	1,350.00	5		5		5		5		5		5	
Lysol Disinfectant spray 340gm	6	cans	171.00	1,026.00	1		1		1		1		1		1	
NT Cutter blades #500 heavy duty 10's	2	tubes	55.00	110.00	2											
Pen, Pentel Pilot JUMBO red	2	pieces	106.95	213.90	1						1					
Soap, Detergent Powder, 1kg/pack	4	packs	108.00	432.00	1			1			1			1		
Soft Broom Tambo heavy duty thick BAGUIO	2	pieces	32.70	65.40	2											
Staple Wire, #35	12	boxes	36.95	443.40	2		2		2		2		2		2	
Tissue Paper, 250 twin-ply shts,	36	piece	8.15	293.40	3	3	3	3	3	3	3	3	3	3	3	3
Pen, Ball, LOTUS, blue	60	pieces	5.00	300.00	5	5	5	5	5	5	5	5	5	5	5	5
Pen, Ball, LOTUS, red	24	pieces	5.00	120.00	2	2	2	2	2	2	2	2	2	2	2	2
Ink, Stamp pad violet, w/applicator	4	bottles	23.30	93.20	1			1			1			1		
Stamping Pad size 2 Carter/Artline	2	pieces	125.00	250.00	2											
Insect spray, 300ml. Baygon	2	cans	219.36	438.72	1						1					
Scrubbing pad with sponge, heavy duty	4	pieces	25.00	100.00	1			1			1			1		

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
Air Freshener, 280ml Bayfresh Orange	6	tubes	125.00	750.00	1		1		1		1		1		1	
Stapler, HD-50, MAX	4	pieces	200.00	800.00	2			2								
Inkjet Printable Vinyl Sticker, Glossy, A4 size, 20pcs./pack, waterproof	20	pack	300.00	6,000.00	10			5			5					
Pigment Ink, Black color, 100ml	3	bottle	300.00	900.00	1				1				1			
Pigment Ink, Yellow color, 100ml	3	bottles	300.00	900.00	1				1				1			
Pigment Ink, Cyan color, 100ml	3	bottles	300.00	900.00	1				1				1			
Pigment Ink, Magenta color, 100ml	3	bottles	300.00	900.00	1				1				1			
Extra Strength label tape cartridge compatible for Epson LabelWorks LW-K400, black print on White on 1	20	pieces	500.00	10,000.00	5			5			5			5		
Received Stamp Supply & Property Management Office with Date and Signature Circle/Oval	2	pieces	150.00	300.00	2											
Trapal/Lona, heavy duty, 20 meters	1	rolls	4,000.00	4,000.00	1											
Battery, Energizer, size AA	12	pieces	45.00	540.00	2		2		2		2		2		2	
Pen, Sign, My Gel, .5 blue	24	pieces	35.00	840.00	4		4		4		4		4		4	
Paper, Book, A3 size, (11.69" x 16.54") 80 gsm	2	ream	250.00	500.00	1						1					
Dishwashing Liquid, 250ml	12	btl	100.00	1,200.00	1	1	1	1	1	1	1	1	1	1	1	1
Sub-Total				33,766.02												
Grand Total				56,396.02												

Prepared by:

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Noted by:

ALICIA M. FLORES
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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, Farm & Agricultural Supplies, Feeds & Feed Ingredients, Medical & Dental Supplies, Auto Supplies