

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



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



12-5-1846-2021-6-0-5

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2021

Unit/Office/Dept/Div: **Department of Mathematics and Physics**

Project Code: **DMP-2021B**

Purpose: **for Office Supplies**

Total Budget : **101,419.20**

Funding : **GF-MOOE**

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
Hardware																
Padlock, 60mm	3	piece	270.00	810.00								3				
Sub-Total				810.00												
IT Supplies and Equipment																
Ink, Epson 003,Genuine Black 65mL	5	btl	350.00	1,750.00								5				
Ink, EPSON 003,Genuine Cyan 65mL	5	btl	350.00	1,750.00								5				
Ink, EPSON 003,Genuine Magenta 65mL	5	btl	350.00	1,750.00								5				
Ink, EPSON 003,Genuine Yellow 65mL	5	btl	350.00	1,750.00								5				
Gestetner Toner for CS 2014	2	pieces	2,500.00	5,000.00								2				
Sub-Total				12,000.00												
Office Furniture & Fixture																
Office chair, with arm rest	2	pc	5,000.00	10,000.00								2				
Sub-Total				10,000.00												
Office Supplies																
Alcohol, Ethyl, 70% solution, 500mL	20	btls	125.00	2,500.00								20				
Record Book, Big, 300 pages	10	pcs	80.00	800.00								10				
Pen, Ball, blue	10	pieces	10.00	100.00								10				
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Single)	15	pcs	100.00	1,500.00								15				
Spin Mop, w/ stainless steel wringer bucket, w/ durable & ergonomical PP plastic mop handle, 360deg. spin microfiber mop head, 180deg. flexible mop pole	1	pcs	1,500.00	1,500.00								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
Soft Broom (Tambo) 200g minimum, heavy duty	10	pcs	125.00	1,250.00								10				
Folder, Pressboard, US, Green, Short	20	pcs	29.00	580.00								20				
Tape, Masking, 1" x 25 yards	20	rolls	48.00	960.00								20				
Tape, Transparent, 12mm x 50m	10	rolls	68.00	680.00								10				
Clip, Double Binder, 1" (approx. 25mm), Black, 12 pcs/box	10	boxes	20.00	200.00								10				
Fastener, Paper, plastic, 50 sets/box	2	boxes	38.00	76.00								2				
Sticky Flags, Repositionable Indexing Tab, 45x12mm, (20 sheets x 5 colors)/pack	20	pack	40.00	800.00								20				
Cleaner, Glass, 500mL, any scent	5	btls	198.00	990.00								5				
Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	5	pack	115.00	575.00								5				
Soap, Detergent, Powder, 1 kilo/pack, any scent	10	kl	105.00	1,050.00								10				
Soap, Detergent, Liquid, 1 gal, any scent	1	gal	350.00	350.00								1				
Cotton, 400g	1	packs	165.00	165.00								1				
Pen, Whiteboard Marker, black	1	pieces	50.00	50.00								1				
Pen, Whiteboard Marker, blue,	1	pieces	50.00	50.00								1				
Ink, Refill, for Permanent Marker, Black, 30mL	2	btls	115.00	230.00								2				
Tissue, Bathroom, 2 Ply, 12rolls/pack	2	pack	204.00	408.00								2				
Fist Aid Kit Set (Medical Bag)	1	set	800.00	800.00								1				
Wall Clock	1	pc	800.00	800.00								1				
Paper, Bond, A4, S-24, 80 gsm	5	reams	289.00	1,445.00								5				
Paper, Bond, Long, S-24, 80 gsm	5	reams	328.00	1,640.00								5				
Sub-Total				19,499.00												
Grand Total				42,309.00												

Prepared by: MARY JOY H. PIAMONTE

Noted by: EUSEBIO R. LINA JR.
Unit Head/Project Leader

Funds Available: MYRNA S. PANCITO
Head, Budget Office

Date: 07/15/2021

*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