

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



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

SCAN HERE



PPMP-2023-0804-135655

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2024

Unit/Office/Dept/Div: **Department of Biological Sciences**
 Project Code: **DBS 2024 (A.III.b.1)**
 Purpose: **Office Supplies., Et.al**

Total Budget : **200,000.00**
 Funding : **GF-MOOE**
 PPMP #: **5-5-2097-2024-7-0-0**

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
Construction and Electrical Supplies																
Gasul refill (contents only), 11 kgs	1	cylinder	1,150.00	1,150.00	1											
Flourescent Lamp Set 40 watts, 220 volts	10	sets	400.00	4,000.00	10											
Universal Adaptor for Plug Outlet	10	pcs	70.00	700.00	10											
Sub-Total				5,850.00												
Fuel & Lubricants																
Engine Oil, 10W-40	5	L	300.00	1,500.00	5											
Gasoline - Unleaded	60	L	73.00	4,380.00	60											
Sub-Total				5,880.00												
IT Supplies and Equipment																
Ink, Epson 003,Genuine Black 65mL	20	btl	350.00	7,000.00	20											
Ink, EPSON 003,Genuine Cyan 65mL	15	btl	350.00	5,250.00	15											
Ink, EPSON 003,Genuine Magenta 65mL	15	btl	350.00	5,250.00	15											
Ink, EPSON 003,Genuine Yellow 65mL	15	btl	350.00	5,250.00	15											
Sub-Total				22,750.00												
Labor Services																
Repair and Maintenance of aircondition units	2	unit	1,000.00	2,000.00	2											
Sub-Total				2,000.00												
Laboratory Equipment																
Wash Bottle, 250mL cap.	5	pc	200.00	1,000.00	5											
Sub-Total				1,000.00												
Laboratory Supplies																

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
Lens Tissues, 25 Sheets per Booklet, 5 Booklets	1	packs	800.00	800.00	1											
Fructose	1	btL	1,000.00	1,000.00	1											
Field Tape Measure 100m	2	pc	1,500.00	3,000.00	2											
Field Tape Measure 50m	2	pc	800.00	1,600.00	2											
Nutrient Agar, 500g Bottle	1	btL	3,000.00	3,000.00	1											
Petroleum Ether, AR	1	gallon	3,500.00	3,500.00	1											
Sucrose	1	btL	1,000.00	1,000.00	1											
Vinyl Gloves	1	boxes	580.00	580.00	1											
Glycerin 1L/Bottle, AR	1	btL	1,000.00	1,000.00	1											
Pharmaceutical Agar, AR, 500g/bottle	1	btL	950.00	950.00	1											
Razor Blade, Box of 25pcs	1	box	200.00	200.00	1											
Marine Broth, Conda Pronadisa, 500g/bottle,AR	1	btL	7,410.00	7,410.00	1											
Marine Agar, Conda Pronadisa, 500g/bottle	1	btL	8,270.00	8,270.00	1											
Lactophenol Cotton Blue 500ml/bottle	1	500ml/bot	2,000.00	2,000.00	1											
Glass Stirring Rod 12 inch, 10mm dia.	5	pcs	450.00	2,250.00	5											
Iodine-Potassium Iodide Solution, 500ml/bottle Laboratory Grade	1	btL	2,500.00	2,500.00	1											
Chloroform 2.5L	1	btL	1,500.00	1,500.00	1											
Lactose	1	btL	3,565.00	3,565.00	1											
Sub-Total				44,125.00												
Medical & Dental Supplies & Equipment																
Parafilm, 4' x 12.5ft. Roll	1	box of 50's	2,000.00	2,000.00	1											
Sub-Total				2,000.00												
Office Supplies																
Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	15	boxes	14.00	210.00	15											
Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	15	box of 50's	30.00	450.00	15											
Binder Clip, 2-inch, 12 pcs/box	10	boxes	100.00	1,000.00	10											
Calculator, heavy duty, 12 digit display solar and battery	2	pc	500.00	1,000.00	2											
Correction Tape, 10 meters	5	pcs	32.00	160.00	5											
Folder, Pressboard, A4, US Green, Double Fold	50	pcs	40.00	2,000.00	50											
Folder, File, Long, 14pts, White	20	piece	10.00	200.00	20											
Folder, File, Short, 14pts, White	20	piece	8.00	160.00	20											

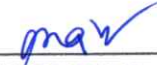
General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Fastener, Paper, plastic, 50 sets/box	10	boxes	38.00	380.00	10											
Floor Mop	3	pieces	250.00	750.00	3											
Match, 10 pcs set	1	pack	65.00	65.00	1											
Paper, Bond, A4, S-24, 80 gsm	40	reams	289.00	11,560.00	40											
Paper, Bond, Long, S-20, 70 gsm	30	reams	286.00	8,580.00	30											
Paper, Photo, high gloss, A4, 230G, 20 shts/pack	2	pack	250.00	500.00	2											
Pen, Sign, .5mm, Gel-type, Blue	60	piece	35.00	2,100.00	60											
Pen, Ball, red	50	pieces	10.00	500.00	50											
Soap, Detergent, Powder, 1 kilo/pack, any scent	5	kl	105.00	525.00	5											
Staple Wire, #35	20	boxes	35.00	700.00	20											
Staple Wire, #10	10	boxes	15.00	150.00	10											
Sign Here Sticky Notes	10	pack	59.00	590.00	10											
Tissue, Bathroom, 2 Ply, 12rolls/pack	10	pack	204.00	2,040.00	10											
Tape, Transparent, 12mm x 50m	10	rolls	68.00	680.00	10											
Record Book, Big, 300 pages	2	pcs	110.00	220.00	2											
Tape, Double Sided, 1" x 10m	10	rolls	45.00	450.00	10											
Tape, Masking, 1" x 25 yards	5	rolls	48.00	240.00	5											
Glue, Multi-Purpose, White, at least 130g (118mL)	3	btls	78.00	234.00	3											
Air Freshener, Scented Gel, at least 180g, Lemon/Orange Scent	4	pcs	200.00	800.00	4											
Envelope, Expanding, with garter tie, green, long	20	pc	15.00	300.00	20											
Bleach, Liquid, 99.9% Antibacterial, Disinfectant, at least 3785 mL	4	gallon	220.00	880.00	4											
Dishwashing Liquid Soap, Refill 350ml	4	pack	120.00	480.00	4											
Broom, Stick Broom, Tukog	10	pc	40.00	400.00	10											
Battery, Rechargeable, Nickel-Metal Hydride, Size: AAA, 2 pcs/pack	1	pack	785.00	785.00	1											
Battery, Rechargeable, Nickel-Metal Hydride, Size: AA, 2 pcs/pack	1	pack	785.00	785.00	1											
Battery, Rechargeable, 9 volts	1	pcs	600.00	600.00	1											
Broom, Soft (Tambo), Large, Heavy Duty	15	pcs	250.00	3,750.00	15											
Pen, Whiteboard Marker, blue,	10	pieces	50.00	500.00	10											
Ruler, Plastic, 12"	5	pieces	15.00	75.00	5											
Stapler Flat clinch Standard Half strip	1	piece	850.00	850.00	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
Stapler, HD No.35	2	pc	350.00	700.00	2											
Pencil, #2, Medium, Yellow, 12pcs/box	3	Box of 12's	120.00	360.00	3											
Alcohol, Ethyl, 70% solution, 1 gallon	2	gallons	600.00	1,200.00	2											
Gas Lighter Igniter Refillable Butane Gas Lighters Multi-purpose for Kitchen	2	pcs	80.00	160.00	2											
Rubber band	4	boxes	30.00	120.00	4											
Sub-Total				48,189.00												
Grand Total				131,794.00												

Prepared by:


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Noted by:


ANALYN M. MAZO
Unit Head/Project Leader

Noted By:


ALICIA M. FLORES
Head, Budget Office

Date: **08/04/2023**

<> *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