

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



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



11-5-354-2021-7-0-2

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2021

Unit/Office/Dept/Div: **Department of Liberal Arts & Behavioral Sciences**
 Project Code: **DLABS-2022**
 Purpose: **for office use**

Total Budget : **124,522.36**
 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
IT Supplies and Equipment																
OPC Drum for Gestetner MP2001L	1	pc	7,253.12	7,253.12	1											
Sub-Total				7,253.12												
Office Furniture & Fixture																
Zebra Roller Blinds Pleated	15	rolls	1,300.00	19,500.00	15											
Sub-Total				19,500.00												
Office Supplies																
Alcohol, Ethyl, 70% solution, 500mL	20	btls	125.00	2,500.00	20											
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double)	15	pcs	195.00	2,925.00	15											
Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	10	box	30.00	300.00	10											
Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	20	boxes	14.00	280.00	20											
Envelope, Expanding, with garter tie, green, long	20	pc	15.00	300.00	20											
Record Book, Big, 300 pages	6	pcs	80.00	480.00	6											
Record Book, Big, 500 pages	5	pcs	115.00	575.00	5											
Whiteboard, Wall Mount, 3' x 4', w/ aluminum frame	1	pcs	1,680.00	1,680.00	1											
Paper, Bond, A4, S-20, 70 gsm	150	reams	253.00	37,950.00	150											
Ring Binder, plastic, 10mm, 3/8" black	5	pieces	10.00	50.00	5											
Ring Binder, plastic, 14mm, 9/16" black	5	pieces	15.00	75.00	5											
Ring Binder, plastic, 14mm, 5/8" black	5	pieces	18.00	90.00	5											
Ring Binder, plastic, 20mm, 3/4" black	10	pieces	22.00	220.00	10											

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
Ring Binder, plastic, 51mm 2" black	10	pieces	55.00	550.00	10											
Bathroom Deodorizer, with holder, at least 100g, any scent	10	pcs	60.00	600.00	10											
Sub-Total				48,575.00												
Grand Total				75,328.12												

Prepared by:

GILDA P. NAYRE

Noted by:

JETT C. QUEBEC
Unit Head/Project Leader

Funds Available:

MYRNA S. PANCITO
Head, Budget Office

Date: **08/20/2021**

*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