

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
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Single)	8	pcs	100.00	800.00					8							
Tape Dispenser, 1" tape, big core, any color	2	pcs	115.00	230.00					2							
Paper, Bond, A4, S-24, 80 gsm	20	reams	289.00	5,780.00					20							
Stapler, HD No.35	2	pc	350.00	700.00					2							
Folder, File, Long, 14pts, White	100	piece	10.00	1,000.00					100							
Fastener, Paper, plastic, 50 sets/box	5	boxes	38.00	190.00					5							
Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	5	box	30.00	150.00					5							
Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	5	boxes	14.00	70.00					5							
Paper, Bond, Long, S-24, 80 gsm	10	reams	328.00	3,280.00					10							
Fiber Doormat	1	pc	150.00	150.00					1							
Scrub Sponge, Heavy Duty	1	pcs	60.00	60.00					1							
Broom and Dustpan Set	1	set	600.00	600.00					1							
Paper, Specialty 200gsm 8-1/2x11, 10s, White	20	packs	38.00	760.00					20							
Certificate Holder (A4)	200	pcs	64.00	12,800.00					200							
Sub-Total				28,640.00												
Grand Total				73,300.00												

Prepared by: D. Facundo 05/28/2021
DHEYVID C. FACUNDO
 Science Research Assistant

Noted by:

REV RHIZZA L. AURE
 Unit Head/Project Leader

Funds Available:

MYRNA S. PANCITO
 Head, Budget Office

Date: **05/28/2021**

Funding Sources: General Fund(GF), Trust Fund(TF), Special Trust Fund(STF), IGP, Supplemental or Augmentation Note: Please make a separate PMP 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

☒ Original PPMP

☐ Revised (Changed items, same budget)

☐ Supplemental



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



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PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2021

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

Project Code: **VSU-IP-21-7**

Purpose: **Purchase equipment supplies and materials**

Total Budget : **512,180.00**

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
Construction and Electrical Supplies																
Extension Cord Set with Individual Switch 5 Gang 1.83 meter wire - WED-350	1	pcs	700.00	700.00					1							
Universal Convenience Outlet, 4-gang, 10m	1	pc	500.00	500.00					1							
Sub-Total				1,200.00												
IT Supplies and Equipment																
Computer Printer, All-in-One/Multifunction Colored-Ink Tank	1	unit	11,000.00	11,000.00					1							
External Hard Disk Drive (Portable, 2TB), USB 3.1	2	unit	5,500.00	11,000.00					2							
Mouse, Wired, Optical, USB	2	pieces	210.00	420.00					2							
Speaker, for PC, 2.1 (Speaker with Subwoofer)	2	pc	1,270.00	2,540.00					2							
Headset (Wired), Generic Over the Ear with mic	2	pcs	250.00	500.00					2							
Web Camera for PC	2	unit	2,500.00	5,000.00					2							
Sub-Total				30,460.00												
Office Furniture & Fixture																
Office Steel Rack Shelves, 5 Layers	1	unit	10,000.00	10,000.00					1							
5 layers slim drawer	2	pieces	1,500.00	3,000.00					2							
Sub-Total				13,000.00												
Office Supplies																
Puncher, Heavy Duty	2	pieces	450.00	900.00					2							
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double)	6	pcs	195.00	1,170.00					6							