

al PMP

- ☐ Revised (Changed items, same budget)
☐ Supplemental



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

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2022

Unit/Office/Dept/Div: **Farm Resource Management Institute**
 Project Code: **20201050-6.70**
 Purpose: **For Office Use**

Total Budget : **195,000.00**
 Funding : **TF**
 PPMP #: **19-4-1591-2022-5-0-0**



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
IT Supplies and Equipment																
Laptop, 14" (i7)	3	unit	60,000.00	180,000.00							3					
Sub-Total				180,000.00												
Office Supplies																
Magazine Box / Data File Box / Datafilier, horizontal, made of chipboards, closed ends, Legal (Single)	5	pcs	100.00	500.00								5				
Paper, Bond, A4, S-24, 80 gsm	4	reams	289.00	1,156.00								4				
Paper, Bond, Long, S-24, 80 gsm	4	reams	328.00	1,312.00								4				
Pen, Sign, .5mm, Gel-type, Blue	30	piece	35.00	1,050.00								30				
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				
Sticky Note, 2 x 3, Yellow	5	pads	79.00	395.00								5				
Sticky Note, 3 x 5, Yellow	2	pads	150.00	300.00								2				
A4 Photo Paper	2	packs	150.00	300.00								2				
Clip, Double Binder, 2" (approx. 51mm) , Black, 12 pcs/box	2	boxes	70.00	140.00								2				
Clip, Double Binder, 1-5/8" (approx. 41mm), Black, 12 pcs/box	2	boxes	46.00	92.00								2				
Tape, Double Sided, 1" x 10m	5	rolls	35.00	175.00								5				
Tape, Double Sided, 3/4" x 10m	5	rolls	26.00	130.00								5				
Alcohol, Ethyl, 75% solution, 1 gallon	2	gallon	480.00	960.00								2				
Broom, Soft (Tambo), Large, Heavy Duty	3	pcs	250.00	750.00								3				

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
Sub-Total				8,760.00												
Grand Total				188,760.00												

Prepared by: 
VANESSA MAY B. MILAN

Noted by: 
FE M. GABUNADA
Unit Head/Project Leader

Noted By: 
NICK FREDDY R. BELLO
Head, Accounting Office

Date: 07/01/2022

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