

Original PPMP  
Revised (Changed items, same budget)  
Project Code: DVBS a.III.b.I 2022  
Purpose: Office Supply



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



32-5-122-2022-7-0-0

### PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

**CY 2022**

Init/Office/Dept/Div: College of Veterinary Medicine  
Funding: GF-MOOE

Total Budget : 50,000.00  
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
<b>Office Furniture &amp; Fixture</b>												
Office Table	4	pc	4,000.00	16,000.00						4		
Folding Training Table	2	pc	4,500.00	9,000.00						2		
<b>Sub-Total</b>				<b>25,000.00</b>								
<b>Office Supplies</b>												
Acetate, transparent, guage #6, approx. 50m/roll	1	rolls	1,525.00	1,525.00						1		
Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	2	tubes	220.00	440.00						2		
Alcohol, Isopropyl, 70% solution, 500mL	5	btls	140.00	700.00						5		
Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	5	pack	115.00	575.00						5		
Cleaner, Glass, 500mL, any scent	5	btls	198.00	990.00						5		
Clip, Double Binder, 1" (approx. 25mm), Black, 12 pcs/box	5	boxes	20.00	100.00						5		
Clip, Double Binder, 1-5/8" (approx. 41mm), Black, 12 pcs/box	5	boxes	46.00	230.00						5		
Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	6	box	30.00	180.00						3		
Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	6	boxes	14.00	84.00						3		
Correction Tape, 8m x 5mm wide	5	pc	40.00	200.00						2		
Date stamp, rubber, self-inking, with dater and custom text, 1" x 1-5/8"	1	pc	900.00	900.00						1		
Soap, Dishwashing, Liquid, 250mL	6	btls	150.00	900.00						3		
Soap, Detergent, Liquid, 1 gal, any scent	6	gal	350.00	2,100.00						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
Envelope, Expanding, Plastic, Long	6	pc	54.00	324.00	3	3										
Envelope, Expanding, with garter tie, brown, short	12	pc	11.00	132.00	6	6										
Paper, Bond, A4, S-20, 70 gsm	30	reams	253.00	7,590.00												
Tape, Double Sided, 1" x 10m	6	rolls	35.00	210.00												
Tape, Double Sided, 3/4" x 10m	6	rolls	26.00	156.00												
<b>Sub-Total</b>				<b>17,336.00</b>												
<b>Grand Total</b>				<b>42,336.00</b>												

Prepared by: NOEL C. BUSTILLO

Noted by: SANTIAGO T. PEÑA  
Unit Head/Project Leader

Funds Available: MYRNA S. PANCITO  
Head, Budget Office

Date: 08/20/2021

nding Sources: General Fund(GF), Trust Fund(TF, Special Trust Fund(STF), IGP, Supplemental or Augmentation  
e: Please make a separate PPMP for each funding source.  
ategorize the entries such as Office Supplies, Office Furniture, Laboratory Supplies, Medical & Dental Supplies, Auto Supplies,  
Farm & Agricultural Supplies, Feeds & Feed Ingredients, Medical & Dental Supplies, Auto Supplies