



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

**PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)**

**CY 2022**



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

Unit/Office/Dept/Div: **Philippine Root Crops & Research Training Center**  
Project Code: **CASL -2022**  
Purpose: **for CASL use**

Total Budget : 20,000.00  
Funding : **STF**  
PPMP #: **24-1-238-2022-2-0-0**

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
<b>Laboratory Equipment</b>																
Brush for cleaning 250mL Erlenmeyer Flask	6	pc	250.00	1,500.00						6						
<b>Sub-Total</b>				<b>1,500.00</b>												
<b>Laboratory Supplies</b>																
Gloves, Nitrile, Large	1	box	1,500.00	1,500.00						1						
<b>Sub-Total</b>				<b>1,500.00</b>												
<b>Office Supplies</b>																
Acetate, transparent, guage #6, approx. 50m/roll	1	rolls	1,525.00	1,525.00						1						
Cartolina, US, Light Green, at least 160gsm	3	pcs	14.00	42.00						3						
Cartolina, US, Neon Pink, at least 160gsm	3	pcs	14.00	42.00						3						
Cleanser, Powder, 500g, any scent	1	btl	76.00	76.00						1						
Clear Book Refills, Legal (10pcs/set)	2	sets	42.00	84.00						2						
Correction Tape, 8m x 5mm wide	5	pc	40.00	200.00						5						
Soap, Detergent, Liquid, 1 gal, any scent	3	gal	350.00	1,050.00						3						
Soap, Detergent, Powder, 1 kilo/pack, any scent	4	kl	105.00	420.00						4						
Fabric Conditioner, Antibacterial, Refill, 1.5L, any scent	2	pack	330.00	660.00						2						
Fastener, Paper, plastic, 50 sets/box	1	boxes	38.00	38.00						1						
Foil, Aluminum, 16m x 30cm (approx. 260g)	6	boxes	290.00	1,740.00						6						
Folder, Morocco, Long, w/ plastic binder, Light Blue	12	pieces	18.00	216.00						12						
Hand Towel, cloth, cotton, 12 pcs/pack	1	piece	258.00	258.00						1						
Notebook, spiral, 80 leaves	6	pieces	26.00	156.00						6						
Paper, Bond, A4, S-20, 70 gsm	6	reams	253.00	1,518.00						6						



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
Paper, Towel, Interfolded, 1 ply, 175 pulls	6	pack	75.00	450.00						6						
Pen, Permanent Marker, blue, fine tip	12	pieces	60.00	720.00						12						
Pen, Permanent Marker, black, fine tip	12	pieces	60.00	720.00						12						
Pen, Sign, .5mm, Gel-type, Blue	12	piece	35.00	420.00						12						
Rags, large, good quality, size 24"x15", water absorbent	6	pcs	40.00	240.00						6						
Record Book, Big, 500 pages	3	pcs	115.00	345.00						3						
Rolled Paper Towel, 2 plys good qly (Jumbo Towel)	6	rolls	88.00	528.00						6						
Scouring Pad, big economy size, good quality	6	pieces	50.00	300.00						6						
Soap, Toilet, regular size	6	pieces	35.00	210.00						6						
Tape, Masking, 1/2" x 25 yards	6	rolls	25.00	150.00						6						
Tissue, Bathroom, 2 Ply, 12rolls/pack	6	pack	204.00	1,224.00						6						
Face Mask, Surgical, Disposable, 3-ply, 50 pcs/box	2	boxes	150.00	300.00						2						
Sealing film, 4" x 125 "	1	rolls	2,000.00	2,000.00						1						
Rubber Mat	2	meter	175.00	350.00						2						
Folder, Ordinary, A4	24	pcs	7.00	168.00						24						
Envelope, brown, ordinary, A4 size	6	pcs	10.00	60.00						6						
Transparent Tape (1")	6	rolls	25.00	150.00						6						
Soft Broom (Tambo) 200g minimum, heavy duty	2	pcs	220.00	440.00						2						
<b>Sub-Total</b>				<b>16,800.00</b>												
<b>Grand Total</b>				<b>19,800.00</b>												

Prepared by:

*CYNTHIA DOLORES V. GODOY*

Noted by:

*MAE ANN A. BRAVO*  
Unit Head/Project Leader

Funds Available:

*ALICIA M. FLORES*  
Head, Budget Office

Date: **03/03/2022**

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