

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



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

SCAN HERE



PPMP-2022-0913-62919

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2023

Unit/Office/Dept/Div: **Department of Biotechnology**
 Project Code: **DBt-2023**
 Purpose: **For Higher Education's goods and services**

Total Budget : **180,000.00**
 Funding : **GF-MOOE**
 PPMP #: **45-5-1503-2023-7-0-0**

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
Hardwares																
Bulb, LED, 9W	20	piece	150.00	3,000.00	20											
Plywood, Marine, 3/4"(thickness) x 4' x 8'	2	piece	1,550.00	3,100.00	2											
Plywood, Marine, 1/4"(thickness) x 4' x 8'	1	piece	520.00	520.00	1											
Sub-Total				6,620.00												
IT Supplies and Equipment																
Ink, Epson 003,Genuine Black 65mL	15	btl	350.00	5,250.00	15											
Ink, EPSON 003,Genuine Cyan 65mL	10	btl	350.00	3,500.00	10											
Ink, EPSON 003,Genuine Magenta 65mL	10	btl	350.00	3,500.00	10											
Ink, EPSON 003,Genuine Yellow 65mL	10	btl	350.00	3,500.00	10											
Sub-Total				15,750.00												
Laboratory Equipment																
Mortar and Pestle, Heavy Duty	5	unit	850.00	4,250.00	5											
Microcentrifuge Rack with Cover, Reversible (2 mL/ 1.5 mL)	3	unit	850.00	2,550.00	3											
Sub-Total				6,800.00												
Laboratory Supplies																
Autoclavable plastic bag	1	per 100 pcs.	8,000.00	8,000.00	1											
Autoclave Tape	10	pcs	450.00	4,500.00	10											
Microcentrifuge Tube, 0.5mL, Attached Snap Cap, Clear/ Natural	1	unit	1,200.00	1,200.00	1											

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
Microcentrifuge Tube, 1.5mL, Attached Snap Cap, Clear/Natural	1	unit	700.00	700.00	1											
1000 ?L pipette tips (Blue)	1	pack	1,000.00	1,000.00	1											
200 ?L pipette tips (Yellow)	1	pack	500.00	500.00	1											
0.5-10 ?L pipette tips (white)	1	pack	1,000.00	1,000.00	1											
Liquid Nitrogen Stainless Steel Bucket	1	unit	2,000.00	2,000.00	1											
Biohazard Autoclave Gloves, 18-1/2 inches	1	pair	2,500.00	2,500.00	1											
Centrifuge tube case box 1.5 mL	2	boxes	350.00	700.00	2											
Liquid nitrogen storage container, 5L	1	pc	15,000.00	15,000.00	1											
Plastic Square 100 Positions Laboratory 0.5ml/1.2ml/1.5ml/2ml Centrifuge Tube Case Box Autoclaved	2	pcs	500.00	1,000.00	2											
Sub-Total				38,100.00												
Lumber																
Lumber, 1" x 2" x 10'	2	pieces	200.00	400.00	2											
Sub-Total				400.00												
Office Furniture & Fixture																
Steel Cabinet with glass Door, sliding door, (Assembled) Adjustable shelves,	2	pc	12,000.00	24,000.00	2											
Office chair, with arm rest	1	pc	5,000.00	5,000.00	1											
Office Table	2	pc	4,000.00	8,000.00	2											
Curtains	10	length	700.00	7,000.00	10											
curtain rod, pole, 3/4" x 110", silver with chrome end caps	2	pc	300.00	600.00	2											
curtain rod, pole, 3/4" x 150", silver, with chrome end caps	2	pcs	400.00	800.00	2											
Sub-Total				45,400.00												
Office Supplies																
Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	2	tubes	220.00	440.00	2											
Alcohol, Ethyl, 70% solution, 500mL	10	btls	125.00	1,250.00	10											
Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	5	pack	125.00	625.00	5											
Cleaner, Glass, 500mL, spray type, any scent	5	btls	200.00	1,000.00	5											
Fastener, Paper, non-rust metal, 50 sets/box	5	boxes	50.00	250.00	5											
Folder, Pressboard, US, Green, Long	20	pcs	30.00	600.00	20											

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
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Glue, Multi-Purpose, White, at least 130g (118mL)	5	btls	78.00	390.00	5											
Multi-Insect Killer Spray, 250mL	5	tubes	200.00	1,000.00	5											
Sticky Note, 2 x 3, Yellow	5	pads	79.00	395.00	5											
Paper, Bond, A4, S-20, 70 gsm	10	reams	253.00	2,530.00	10											
Paper, Bond, Long, S-20, 70 gsm	3	reams	286.00	858.00	3											
Paper, Bond, Short, S-20, 70 gsm	3	reams	245.00	735.00	3											
Pen, Highlighter, yellow	2	pieces	45.00	90.00	2											
Dust Bin (Trash Bin), durable plastic, w/ swing-type cover, approx. 50L capacity	4	pcs	520.00	2,080.00	4											
Dust Bin (Trash Bin), durable plastic, w/ swing-type cover, approx. 15L capacity	6	pcs	240.00	1,440.00	6											
Desk Tray, Metal, Triple, Black, Dimension: approx. 30 x 25 x 38cm	1	pcs	820.00	820.00	1											
Envelope, Document, Brown, 150 lbs, Long	20	pc	7.00	140.00	20											
Envelope, Document, Brown, 150 lbs, Short	30	pc	5.00	150.00	30											
Hand Towel, cloth, cotton, 12 pcs/pack	1	piece	258.00	258.00	1											
Specialty Board, long 8-1/2 x 13, 220 gsm, Cream (10pcs/pack)	10	pack	85.00	850.00	10											
Specialty board, short 8-1/2 x 11, 120 gsm, white (10pcs/pack)	10	pack	65.00	650.00	10											
Staple Wire, #35	10	boxes	30.00	300.00	10											
Tape, Duct, 2" x 25m, Black/Grey	1	rolls	180.00	180.00	1											
Tape, Foam, Double Sided, 1" x 5m	1	rolls	100.00	100.00	1											
Tissue, Bathroom, 2 Ply, 12rolls/pack	4	pack	204.00	816.00	4											
Trash Bag (Garbage Bag), Small (11x11x24 inches), 10pcs/pack, Black	10	pack	25.00	250.00	10											
Trash Bag (Garbage Bag), Medium (13x13x32 inches), 10pcs/pack, Black	5	pack	40.00	200.00	5											
A4 Photo Paper	2	packs	150.00	300.00	2											
Paper Board, 180gsm White LONG, 50sheets per packs	1	pack	250.00	250.00	1											
PAPER CLIPS VINYL COATED ASSORTED 33MM, 100pcs per box	5	box of 50's	25.00	125.00	5											
Binder Clip, 2-inch, 12 pcs/box	5	boxes	100.00	500.00	5											
Soft Broom (Tambo) 200g minimum, heavy duty	4	pcs	220.00	880.00	4											

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
Soap, Dishwashing Liquid Refill, 375ml	5	packs	200.00	1,000.00	5											
Liquid Hand Soap	5	gallon	500.00	2,500.00	5											
Deodorizer (Paradichlorobenzene) Lemon, Refill 100g	5	pcs	50.00	250.00	5											
Meter Stick, wood	1	pcs	60.00	60.00	1											
Multi-purpose Plastic Utility Tray	3	pcs	50.00	150.00	3											
Ruler, Plastic, 12"	2	pieces	15.00	30.00	2											
Tape, Double Sided, 1" x 10m	2	rolls	35.00	70.00	2											
Alcohol, Ethyl, 70% solution, 1 gallon	4	gallons	600.00	2,400.00	4											
Index Tab, PVC self adhesive 6" x 1", 25pcs/box	5	set	78.00	390.00	5											
Fiber Doormat	2	pc	150.00	300.00	2											
Desk Tape Dispenser	1	piece	500.00	500.00	1											
Alcohol, Ethyl 70% solution	2	gallons	600.00	1,200.00	2											
Sub-Total				29,302.00												
Trainings																
Training/Workshop	118	pieces	200.00	23,600.00			118									
Sub-Total				23,600.00												
Grand Total				165,972.00												

Prepared by:

GENALYN M. APAS

Noted by:

KYZA MAE M. RAMONEDA
Unit Head/Project Leader

Noted By:

ALICIA M. FLORES
Head, Budget Office

Date: **09/13/2022**

<> *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