



16-5-1063-2021-8-0-0



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

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2021

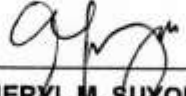
- ☒ Original PPMP
☐ Revised (Changed items, same budget)
☐ Supplemental

Unit/Office/Dept/Div: **Department of Pest Management**Project Code: **DPM-2020**Purpose: **FOR OFFICE AND INSTRUCTION USE.**Total Budget : **130,000.00**Funding : **GF- MOOE**

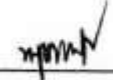
General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
IT Supplies and Equipment																
UPS, at least 500 w	2	piece	2,550.00	5,100.00	2											
Flash Drive, at least 32GB USB 3.0	2	piece	800.00	1,600.00	2											
External Hard Disk Drive, 500GB, USB 3.0	2	piece	3,500.00	7,000.00	2											
Ink, Epson, genuine (C) T664, 70 ml	10	pieces	350.00	3,500.00	5						5					
Ink, Epson, genuine (M) T664, 70 ml	10	pieces	350.00	3,500.00	5						5					
Ink, Epson, genuine, (BK) T664, 70 ml	10	pieces	350.00	3,500.00	5						5					
Ink, Epson, genuine, (Y) T664, 70 ml	10	pieces	350.00	3,500.00	5						5					
Sub-Total				27,700.00												
Office Supplies																
Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	5	tubes	220.00	1,100.00	3			1			1					
Alcohol, Isopropyl, 70% solution, 500mL	5	btl	140.00	700.00	3			1			1					
Alcohol, Ethyl, 70% solution, 500mL	5	btl	125.00	625.00	3			1			1					
Bathroom Deodorizer, with holder, at least 100g, any scent	10	pcs	60.00	600.00	4			2			2			2		
Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	5	pack	115.00	575.00	3							2				
Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	5	pack	125.00	625.00	3							2				

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Battery, Rechargeable, AA (4pcs) w/ Charger (Input: AC100-240V 50-60Hz, Output: DC1.5 V AA 550mA x4 / AAA 275mA x4, Charging Control: checks voltage and temperature of battery automatically, Indicator: LED x 4, Charging: ON, Fully charged: OFF, Charger battery: AA x 1, 2, 3, 4 / AAA x 1, 2, 3, 4 cells)	1	set	2,500.00	2,500.00	1											
Record Book, Big, 300 pages	2	pcs	80.00	160.00	2											
Record Book, Big, 500 pages	2	pcs	115.00	230.00	1									1		
Calculator, scientific, 10+2 digits, 2 line display, at least 240 functions	2	unit	700.00	1,400.00	2											
Class Record, (for College use)	30	pcs	25.00	750.00	15							15				
Cleanser, Powder, 500g, any scent	5	btls	76.00	380.00	3			2								
Clear Book (Display Book), Refillable, A4/Short, 20 shts, any color	5	pcs	67.00	335.00	5											
Clear Book (Display Book), Refillable, Legal, 20 shts, any color	5	pcs	78.00	390.00	5											
Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	5	box	30.00	150.00	5											
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double)	20	pcs	195.00	3,900.00	20											
Dust pan, plastic, stand-up handle, large	3	pc	140.00	420.00	3											
Envelope, Expanding, with garter tie, brown, long	20	pc	15.00	300.00	10						10					
Envelope, Expanding, Plastic, Long	20	pc	30.00	600.00	10						10					
Envelope, Document, Brown, 150 lbs, Long	20	pc	7.00	140.00	10						10					
Eraser, whiteboard, magnetic flannel	5	pc	60.00	300.00	2						3					
Folder, File, Long, 14pts, White	50	piece	10.00	500.00	25						25					
Glue Stick, Small, for Glue Gun	10	pcs	7.00	70.00	5						5					
Glue, Multi-Purpose, White, at least 130g (118mL)	5	btls	78.00	390.00	3							2				
Hand Sanitizer, Gel, Antibacterial, push-type, 250mL	10	btls	120.00	1,200.00	5							5				
Index Tab, transparent self-adhesive asstd colors, 5sets/box	5	btls	65.00	325.00	5											
Ink, Refill, for Whiteboard Marker, Black, 30mL	5	btls	165.00	825.00	3							2				
Soap, Dishwashing, Liquid, 250mL	10	btls	150.00	1,500.00	5							5				
Disinfectant Spray, 340g	3	can	465.00	1,395.00	1			1				1				
Memo Notebooks, 80 leaves	10	pieces	29.00	290.00	5							5				

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Paper, Art, glossy, assorted colors, 500shts/ream	5	reams	235.00	1,175.00	3							2				
Paper, Bond, A4, S-24, 80 gsm	50	reams	289.00	14,450.00	25						25					
Paper, Bond, Long, S-24, 80 gsm	30	reams	328.00	9,840.00	15			10			5					
Paper, Bond, Short, S-24, 80 gsm	20	reams	277.00	5,540.00	10						10					
Pen, Ball, blue	50	pieces	10.00	500.00	10			10		10		10		10		
Pen, Ball, red	50	pieces	10.00	500.00	10			10		5	10		5	10		
Pen, Ball, black	50	pieces	10.00	500.00	10		5		10	5	5	10			5	
Pen, Sign, .5mm, Blue	25	piece	35.00	875.00	20						5					
Pen, Permanent Marker, black, broad tip	10	pieces	60.00	600.00	5						5					
Pen, Permanent Marker, black, fine tip	10	pieces	60.00	600.00	5						5					
Pencil, Lead, #2, w/ eraser	20	pieces	10.00	200.00	10						10					
Paper, Photo, high gloss, A4, 230G, 20 shts/pack	20	pack	250.00	5,000.00	10						10					
Puncher, Heavy Duty	1	pieces	450.00	450.00	1											
Staple wire remover	2	pieces	34.00	68.00	2											
Staple Wire, #35	10	boxes	30.00	300.00	5						5					
Stapler, HD No.35	5	pc	350.00	1,750.00	3						2					
Scissors, 8" heavy duty, good quality	3	pieces	75.00	225.00	3											
Sharpener, Pencil Heavy Duty good qlty	2	pieces	350.00	700.00	2											
Soap, Detergent, Powder, 1 kilo/pack, any scent	10	kl	105.00	1,050.00	5						5					
Broom, Soft (Tambo), Large, Heavy Duty	3	pcs	250.00	750.00	2						1					
Correction Tape, 8m x 5mm wide	10	pc	40.00	400.00	5						5					
Tape, Double Sided, 1" x 10m	10	rolls	35.00	350.00	10											
Tape, Masking, 1" x 25 yards	20	rolls	48.00	960.00	10						10					
Tissue, Bathroom, 2 Ply, 12rolls/pack	12	pack	204.00	2,448.00	6					6						
Stick Broom (tingting) 6" fr the top, approx 370 pcs	3	piece	40.00	120.00	2						1					
Sub-Total				72,026.00												
Grand Total				99,726.00												

Prepared by: 
SHERYL M. SUYOM

Noted by: 
JESUSITO L. LIM
Unit Head/Project Leader

Funds Available: 
MYRNA S. PANCITO
Head, Budget Office

Date: **09/15/2020**