85-2-182-2021-0-3

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

☑ Original PPMP
☐ Revised (Changed items, same budg
☐ Supplemental

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2021

Unit/Office/Dept/Div: University Student Services Office
Project Code: Admission Office-2020

Total Budget : 26,171.88
Funding : GF

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	De
Computer Supplies																
Ink, Epson, T664 (Black, Cyan, Magenta, Yellow)	1	set	1,500.00	1,500.00						1						
Sub-Total				**1,500.00**												
Gestetner/Roneo/Sole Dist																
Gestetner Copy Printer Master, #817618 for DX 2430	1	piece	1,960.00	1,960.00			1									
Gestetner Copy Printer Ink, #893789, black for Dx2430	4	box	1,080.24	4,320.96			4									
Sub-Total				**6,280.96**												
Office Supplies and Materials																
Alcohol, Rubbing, Isoprophyl 70% 500ml	10	bottles	45.00	450.00			5			5						
Book, Record 500 pp w/Official Record Book printing	4	pieces	98.10	392.40			2			2						
Calculator, Scientific Casio FX-3650P 12digit 2waypower	1	pieces	1,060.20	1,060.20			1									
Clip Paper Plastic Gem type jumbo vinyl coated	10	boxes	17.35	173.50			5			5						
Clip Paper Plastic Gem type 33mm vinyl coated	10	boxes	10.00	100.00			5			5						
Correction Fluid, waterbase 20ml/btl Retouch	5	bottles	25.00	125.00			5									
Dust pan, plastic w/handle, large	2	pieces	25.00	50.00			2									
Envelope, Expanding long blue w/garterized tie	40	pieces	12.00	480.00			20			20						
Envelope, Expanding long brown w/ tie	40	piece	12.00	480.00			20			20						
Glue, Elmer's Glue-All, 946 gms	1	gallon	165.00	165.00			1									
Numbering machine, 12 digits w/letter TRODAT	1	pieces	487.80	487.80			1									
Post-it Pagemarkers 1/2 x 2 neon colors	2	pads	113.95	227.90			2									
Rubberband, #18, 445 gms/box	1	boxes	102.00	102.00			1									
Rubberband, Everlasting, 50 gms heavy duty	1	boxes	92.90	92.90			1									
Scissors, 8" plastic handle	1	pieces	100.00	100.00			1									