



50-1-431-2021-7-0-0



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

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

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2021

Unit/Office/Dept/Div: **Culture and Arts Center**Project Code: **CAC-2021**Purpose: **Office use**Total Budget : **340,000.00**Funding : **STF**

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
Cosmetics																
Hair Pins	5	boxes	350.00	1,750.00	3			2								
Make-up Brush Set	2	sets	3,000.00	6,000.00	1			1								
Hair net	30	pcs	100.00	3,000.00	15						15					
Shimmer/Highlighter	1	pc	800.00	800.00	1											
Make-up Base/ Primer	2	pcs	1,000.00	2,000.00	1			1								
Foundation	3	pcs	1,000.00	3,000.00	2			1								
Concealer	2	pcs	700.00	1,400.00	1			1								
Loose Powder/ Mineral Powder	2	pcs	800.00	1,600.00	1			1								
Counter Pallet	1	pc	1,000.00	1,000.00	1											
Blush Pallet	2	pcs	700.00	1,400.00	1		1									
Eye Shadow Pallet	2	pcs	1,500.00	3,000.00	1		1									
Gel Liner	2	pcs	600.00	1,200.00	1		1									
Eye Liner	3	pcs	500.00	1,500.00	2		1									
Mascara	2	pcs	300.00	600.00	1		1									
Brow Product	3	pcs	650.00	1,950.00	2			1								
Setting Pray	2	pcs	1,000.00	2,000.00	2											
Hair Spray	10	pcs	400.00	4,000.00	5			5								
Sub-Total				36,200.00												
Hardware																
Bulb, LED, 9W	10	piece	150.00	1,500.00	5			5								
Zapatilla (size: 8)	16	pairs	2,000.00	32,000.00	10			6								

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
Sub-Total				33,500.00												
IT Supplies and Equipment																
Desktop Computer (i3)	1	set	30,000.00	30,000.00	1											
Ink, Epson, genuine (M) T664, 70 ml	2	pieces	350.00	700.00	2											
Ink, Epson, genuine (C) T664, 70 ml	2	pieces	350.00	700.00	2											
Ink, Epson, genuine, (BK) T664, 70 ml	2	pieces	350.00	700.00	2											
Ink, Epson, genuine, (Y) T664, 70 ml	2	pieces	350.00	700.00	2											
Sub-Total				32,800.00												
Labor Services																
Sewing of Costumes	5	sets	10,500.00	52,500.00	2	3										
Sub-Total				52,500.00												
Medical & Dental Supplies & Equipment																
UPS (Computer)	1	unit	5,000.00	5,000.00	1											
Sub-Total				5,000.00												
Office Furniture & Fixture																
Steel Cabinet, 4 drawers, Dark Green	1	pcs	8,500.00	8,500.00	1											
Office chair, with arm rest	1	pc	5,000.00	5,000.00	1											
Sub-Total				13,500.00												
Office Supplies																
Folder, File, Long, 14pts, White	50	piece	10.00	500.00	50											
Fastener, Paper, plastic, 50 sets/box	10	boxes	38.00	380.00	10											
Stapler, HD No.35	2	pc	350.00	700.00	2											
Scissors, 8" heavy duty, good quality	2	pieces	75.00	150.00	2											
Pen, Sign, .5mm, Gel-type, Blue	20	piece	35.00	700.00	20											
Envelope, Expanding, with garter tie, brown, long	20	pc	15.00	300.00	10			10								
Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	5	tubes	220.00	1,100.00	2			2			1					
Alcohol, Isopropyl, 70% solution, 500mL	5	btlis	140.00	700.00	2			2			1					
Paper, Bond, A4, S-20, 70 gsm	20	reams	253.00	5,060.00	5			5			5			5		
Paper, Bond, Long, S-20, 70 gsm	20	reams	286.00	5,720.00	5			5			5			5		
Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	10	boxes	14.00	140.00	5			5								
Broom, Soft (Tambo), Large, Heavy Duty	3	pcs	250.00	750.00	2			1								

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
Clip, Double Binder, 1-1/4" (approx. 32mm), Black, 12 pcs/box	20	boxes	28.00	560.00	10			10								
Soap, Dishwashing, Liquid, 250mL	2	btls	150.00	300.00	1			1								
Document Storage Box / Document Filing Case, plastic, transparent, Legal (36x27x4.5cm)	2	pcs	445.00	890.00	2											
Dust pan, plastic, stand-up handle, large	1	pc	140.00	140.00	1											
Duster, Feather	2	pcs	45.00	90.00	1			1								
Sticky Note, 3 x 5, Yellow	5	pads	150.00	750.00	3			2								
Staple Wire, #35	5	boxes	30.00	150.00	3			2								
Tape, Masking, 2" x 25 yards	2	rolls	95.00	190.00	1						1					
Tape, Packaging, 2" x 100 yards, Tan	2	rolls	55.00	110.00	1						1					
Tissue, Bathroom, 2 Ply, 12rolls/pack	2	pack	204.00	408.00	1						1					
Rubberband, #18, 350 gms/box	3	boxes	270.00	810.00	2						1					
Calculator, scientific ,10+2 digits, 2 line display, at least 240 functions	1	unit	700.00	700.00	1											
Jazz Dancing shoes (size: 8)	35	pairs	2,000.00	70,000.00	20			15								
Sub-Total				91,298.00												
Grand Total				264,798.00												

Prepared by: _____

ALLAN A. RAMAL

Noted by: _____

ALLAN A. RAMAL
Unit Head/Project Leader

Funds Available: _____

MYRNA S. PANCITO
Head, Budget Office

Date: **10/15/2020**

*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