

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



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

SCAN HERE



PPMP-2023-0804-135619

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2024

Unit/Office/Dept/Div: **Office of the Vice President for Planning, Resource Generation & Auxiliary Services**

Project Code: **OVPPRGAS**

Purpose: **For Office Use**

Total Budget : **104,681.98**


Funding : **GF-MOOE**

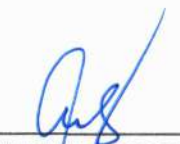


PPMP #: **136-5-43-2024-7-0-0**

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
Construction and Electrical Supplies																
Extension wire with 4 gang Universal Convenience Outlet, at least 10m long	2	pc	500.00	1,000.00	2											
Emergency Light, 2 x 3 Watts	1	pcs	2,500.00	2,500.00	1											
Sub-Total				3,500.00												
IT Supplies and Equipment																
Portable Trolley 15" Speaker with wireless microphone	1	unit	10,000.00	10,000.00	1											
Toner for Develop iNeo 164 Copier	2	piece	3,500.00	7,000.00	2											
Computer Printer, All-in-One/Multifunction Colored-Ink Tank	1	unit	14,000.00	14,000.00	1											
Wireless Optical Mouse	1	pcs	1,000.00	1,000.00	1											
Automatic Voltage Regulatory (AVR), 1500W, heavy duty	1	unit	5,000.00	5,000.00	1											
Scanner	1	unit	35,000.00	35,000.00	1											
Sub-Total				72,000.00												
Office Supplies																
Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	6	tubes	220.00	1,320.00	3			3								
Alcohol, Isopropyl, 70% solution, 500mL	6	btls	140.00	840.00	3			3								
Bathroom Deodorizer, with holder, at least 100g, any scent	6	pcs	80.00	480.00	3			3								
Sharpener, Pencil Heavy Duty good qlty	1	pieces	350.00	350.00	1											
Paper, Book, A4 size, 80 gsm	40	reams	285.00	11,400.00	20			20								

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
Correction Tape, 8m x 5mm wide	40	pc	40.00	1,600.00	20			20								
Soap, Detergent, Powder, 1 kilo/pack, any scent	6	kl	105.00	630.00	3			3								
Fabric Conditioner, 1L, any scent	3	btls	415.00	1,245.00	2			1								
Multi-Purpose Cleaner, Liquid, 1000mL, any scent	3	btls	205.00	615.00	2			1								
Sticky Note, 2 x 3, Yellow	6	pads	79.00	474.00	6											
Pen, Ball, blue	24	pieces	10.00	240.00	24											
Pen, Sign, .5mm, Gel-type, Blue	24	piece	35.00	840.00				24								
Rags, large, good quality, size 24"x15", water absorbent	3	pcs	40.00	120.00	3											
Scissors, 8" heavy duty, good quality	1	pieces	75.00	75.00	1											
Soap, Toilet, regular size	3	pieces	35.00	105.00	3											
Toilet Bowl Cleaner, at least 1 gallon	6	gal	395.00	2,370.00	3			3								
Pen, Highlighting, asstd color	6	pcs	25.00	150.00	6											
Soap, hand, liquid, 250 ml	6	btls	135.00	810.00	3			3								
Cleaner, Glass, 500mL, spray type, any scent	6	btls	200.00	1,200.00	3			3								
A4 Photo Paper	6	packs	150.00	900.00	3			3								
Tissue, Bathroom, 2 Ply, 12rolls/pack	4	pack	204.00	816.00	2			2								
Trash Bag (Garbage Bag), Large (15x15x37 inches), 10pcs/pack, Black	5	pack	56.00	280.00	3			2								
Specialty Paper, long, 8-1/2 x 13, 220gsm, color: cream (10pcs/pack)	6	pack	65.00	390.00	3			3								
Kitchen paper towel	4	pack	70.00	280.00	2			2								
Time Card for COMIX Time Recorder machine	5	pcs	300.00	1,500.00	3			2								
Sub-Total				29,030.00												
Grand Total				104,530.00												

Prepared by: 
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Noted by: 
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Unit Head/Project Leader

Noted By: 
ALICIA M. FLORES 
Head, Budget Office 

Date: **08/04/2023**

<> *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