

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



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

SCAN HERE



PPMP-2022-1227-84097

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2023

Unit/Office/Dept/Div: **Visca Educational Foundation Incorporated**
 Project Code: **VFES/Elementary**
 Purpose: **For procurement of office supplies**

Total Budget : **35,000.00**
 Funding : **STF**
 PPMP #: **199-1-1914-2023-10-0-0**

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																
LED Bulb, 5 watts	3	pcs	130.00	390.00						3						
Bulb, LED, 7W	3	pcs	120.00	360.00						3						
Sub-Total				750.00												
IT Supplies and Equipment																
Ink, Epson 003,Genuine Black 65mL	6	btl	350.00	2,100.00			6									
Ink, EPSON 003,Genuine Cyan 65mL	5	btl	350.00	1,750.00			5									
Ink, EPSON 003,Genuine Magenta 65mL	5	btl	350.00	1,750.00			5									
Ink, EPSON 003,Genuine Yellow 65mL	5	btl	350.00	1,750.00			5									
Ink, Epson, genuine (C) T664, 70 ml	3	pieces	350.00	1,050.00			3									
Ink, Epson, genuine (M) T664, 70 ml	3	pieces	350.00	1,050.00			3									
Ink, Epson, genuine, (BK) T664, 70 ml	3	pieces	350.00	1,050.00			3									
Ink, Epson, genuine, (Y) T664, 70 ml	3	pieces	350.00	1,050.00			3									
Sub-Total				11,550.00												
Office Supplies and General Merchandise Products																
Bleach, Liquid, 99.9% Antibacterial, Disinfectant, at least 3785 mL	2	gallon	220.00	440.00						2						
Cartolina, Vellum, White, at least 180gsm	15	pcs	35.00	525.00						15						
Class Record (School Register), Long, DepEd (K-12)	15	pcs	60.00	900.00						15						
envelope for elementary report cards	150	pcs	1.50	225.00				150								
Paper, Bond, A4, S-20, 70 gsm	35	reams	253.00	8,855.00			35									
Paper, Bond, Long, S-20, 70 gsm	20	reams	286.00	5,720.00			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
Paper, Bond, Short, S-20, 70 gsm	10	reams	245.00	2,450.00			10									
Paper, Laid 8 x 13 90gsm Ivory	1	boxes	1,415.00	1,415.00			1									
Paper, Laid 8 x 11 90gsm Diamond White	1	boxes	850.00	850.00			1									
Pen, Ball, black	10	pieces	10.00	100.00				10								
Pen, Ball, red	10	pieces	10.00	100.00				10								
Pen, Ball, blue	10	pieces	10.00	100.00				10								
Soap, Detergent, Powder, 1 kilo/pack, any scent	2	kl	105.00	210.00			2									
Folder, File, Long, 14pts, White	50	piece	10.00	500.00			50									
Sub-Total				22,390.00												
Grand Total				34,690.00												

Prepared by: _____

CYNTHIA Y. MANZANO

Noted by: _____

MA. RACHEL KIM L. AURE
Unit Head/Project Leader

Noted By: _____

ALICIA M. FLORES
Head, Budget Office

Date: **12/27/2022**

<> *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