

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



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

SCAN HERE



PPMP-2022-0907-61088

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2023

Unit/Office/Dept/Div: **Office of the Vice President for Admin. & Finance**
 Project Code: **MIS MOOE 2023**
 Purpose: **For Systems Development of the Management Information System (MIS).**

Total Budget : **247,000.00**
 Funding : **GF-MOOE**
 PPMP #: **59-5-2047-2023-8-0-0**

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
Communication/Courier Services																
Globe Pre-paid Cell Card, 500Php	90	pc	550.00	49,500.00	90											
Smart Prepaid Cell Card, 500Php	90	pc	550.00	49,500.00	90											
Sub-Total				99,000.00												
Construction and Electrical Supplies																
Multi-Purpose Penetrating Oil, 382mL	2	btl	650.00	1,300.00	2											
Sub-Total				1,300.00												
Food & Food Ingredients																
Meals/Lunch	100	packs	150.00	15,000.00		25			25			25			25	
Snacks	900	set	50.00	45,000.00		225			225			225			225	
Sub-Total				60,000.00												
IT Supplies and Equipment																
UPS, Battery Back-up Power Supply	1	unit	3,800.00	3,800.00	1											
Printer, Tank Ink System, 3 in 1 (Print, Scan, Copy)	1	unit	11,000.00	11,000.00	1											
Computer HD Webcam	2	pieces	4,000.00	8,000.00	2											
High Yield 390g MP2014 H Black Toner Powder Cartridge	2	btl	1,000.00	2,000.00	2											
Sub-Total				24,800.00												
Laboratory Supplies																
Bleach, liquid, 99.9% antibac, 1 gallon	2	gallon	450.00	900.00	2											
Sub-Total				900.00												
Office Furniture & Fixture																
Office Chair, High Back, with Lumbar support (Ergonomic)	2	unit	6,000.00	12,000.00	2											

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
Sub-Total				12,000.00												
Office Supplies																
Alcohol, Ethyl, 70% solution, 500mL	30	btls	125.00	3,750.00	30											
Rolled Paper Towel, 2 plys good qty (Jumbo Towel)	30	rolls	88.00	2,640.00	30											
String Doormat/Rug/Basahan	5	pieces	100.00	500.00	5											
Pen, Sign, .5mm, Gel-type, Blue	24	piece	35.00	840.00	24											
Scissors, 6" heavy duty, good quality	2	piece	68.00	136.00	2											
Scissors, 8" heavy duty, good quality	2	pieces	75.00	150.00	2											
Disinfectant Cleaner, multi-surface, scented	3	gal	420.00	1,260.00	3											
Disinfectant Spray, 170g	15	can	280.00	4,200.00	15											
Spin Mop, w/ stainless steel wringer bucket, w/ durable & ergonomical PP plastic mop handle, 360deg. spin microfiber mop head, 180deg. flexible mop pole	1	pcs	1,500.00	1,500.00	1											
Tape, Duct, 2" x 25m, Black/Grey	10	rolls	180.00	1,800.00	10											
STICKY NOTES 2 X 3 ASSORTED COLORS	3	pad	79.00	237.00	3											
Clip, Double Binder, 1" (approx. 25mm), Black, 12 pcs/box	3	boxes	20.00	60.00	3											
Clip Board, Plastic, with PVC Cover, A4, any color	2	pcs	198.00	396.00	2											
Paper, Photo, high gloss, A4, 230G, 20 shts/pack	2	pack	250.00	500.00	2											
Laminating Film, A4, 100 shts/box, 250 microns	1	box of 50's	1,430.00	1,430.00	1											
Sticky Index Tabs, Writable Colored Flat Arrow Page Markers Flags for File Notes	3	pack	146.00	438.00	3											
Paper, Bond, A4, S-24, 80 gsm	25	reams	289.00	7,225.00	25											
Paper, Bond, Long, S-24, 80 gsm	25	reams	328.00	8,200.00	25											
Eraser, Rubber, high quality	3	pc	45.00	135.00	3											
Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	5	pack	115.00	575.00	5											
Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	5	pack	125.00	625.00	5											
Fabric Conditioner, Antibacterial, Refill, 1.5L, any scent	5	pack	330.00	1,650.00	5											
Soap, Toilet, regular size	10	pieces	35.00	350.00	10											
Toilet Bowl Cleaner, at least 1 liter	4	btl	250.00	1,000.00	4											
Soap, Dishwashing, Liquid, 250mL	5	btls	150.00	750.00	5											
Sponge (plato)	10	pcs	10.00	100.00	10											

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
Soap, Detergent, Powder, 1 kilo/pack, any scent	5	kl	105.00	525.00	5											
Neon Colored Paper assorted 250sheets per pack	3	pack	150.00	450.00	3											
STICKY NOTE PAGE 1/2X2IN set with assorted color	3	set	200.00	600.00	3											
7 in 1 set Office Supplies Organizer	3	unit	300.00	900.00	3											
Fastener, Paper, plastic, 50 sets/box	2	boxes	38.00	76.00	2											
Cleaner, Glass, 500mL, spray type, any scent	3	btls	200.00	600.00	3											
Hand Sprayer, plastic, 300 ml cap.	2	pieces	150.00	300.00	2											
Envelope, Mailing, white, long, 500pcs/box	1	box of 50's	395.00	395.00	1											
Envelope, Expanding, Kraft board, w/ garter tie, Legal	10	pcs	14.00	140.00	10											
Vellum Board, Canary, A4, 220 GSM, 10 sheets per pack	3	pack of 10's	60.00	180.00	3											
Vellum Board, Canary, Long, 220 GSM, 10 sheets per pack	3	pack of 10's	70.00	210.00	3											
Vellum Board, Pale Cream, A4, 220 GSM, 10 sheets per pack	3	pack of 10's	60.00	180.00	3											
Vellum Board, Pale Cream, Long, 220 GSM, 10 sheets per pack	3	pack of 10's	70.00	210.00	3											
Translucent vellum Paper 140gsm, A4 size, 140 gsm, inkjet printable	3	pack of 10's	150.00	450.00	3											
Air Freshener, Scented Gel, at least 180g, Lemon/Orange Scent	2	pcs	192.00	384.00	2											
Eraser, whiteboard, magnetic flannel	2	pc	60.00	120.00	2											
Tape, Foam, Double Sided, 1" x 5m	2	rolls	100.00	200.00	2											
Tape, Double Sided, 2" x 10m	5	rolls	70.00	350.00	5											
Tape, Magic, 12mm x 50m	1	rolls	196.00	196.00	1											
Trash Bag (Garbage Bag), X-Large (18.5x18.5x40 inches), 10pcs/pack, Black	3	pack	85.00	255.00	3											
Cable Tie, 8", 100 pcs/pack	2	packs	110.00	220.00	2											
Paper Cutter Knife, 6" steel blade, plastic handle, good quality	2	pcs	150.00	300.00	2											
Sign Here Sticky Notes	3	pack	59.00	177.00	3											
Sub-Total				47,865.00												

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
Grand Total				245,865.00												

Prepared by:


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Noted by:


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Noted By:


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Head, Budget Office *mis. STU 2023*

Date: 09/07/2022

<> *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