

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

CY 2023

Total Budget : 30,000.00
Funding : GF-MOOE
PPMP #: 43-5-2046-2023-6-0-8

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	
IT Supplies and Equipment																		
Ink, Epson 003,Genuine Black 65ml		5	btl	350.00	1,750.00												5	
Ink, EPSON 003,Genuine Magenta 65ml		3	btl	350.00	1,050.00												3	
Sub-Total																	3	
Office Furniture & Fixture																		
Senior Executive High back chair		1	pc	6,500.00	6,500.00												1	
Sub-Total																		
Office Supplies																		
Alcohol, Isopropyl, 70% solution, 500ml		4	btl	140.00	560.00												4	
Paper, Manila		200	pcs	6.00	1,200.00												200	
Folder, Ordinary, A4		100	pcs	7.00	700.00												100	
Folder, File, Long, 14pts, White		150	piece	10.00	1,500.00												150	
Lever Arch File Folder, Vertical, with Ring Binder & Metal Finger Pull, Size: 3", A4 (Black)		20	pcs	140.00	2,800.00												20	
Binder Clip, 2-inch, 12 pcs/box		5	boxes	100.00	500.00												5	
Clip, Double Binder, 1" (approx. 25mm), Black, 12 pcs/box		6	boxes	20.00	120.00												6	
Clip, Double Binder, 1-5/8" (approx. 41mm), Black, 12 pcs/box		6	boxes	50.00	300.00													6
Clip, Double Binder, 3/4" (approx. 19mm) , Black, 12 pcs/box		5	boxes	20.00	100.00												5	
Transparent Tape (1")		10	rolls	25.00	250.00												10	
Transparent Tape (2")		10	rolls	40.00	400.00												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
Tape, Packaging, 2" x 100 yards, Clear	5	rolls	75.00	375.00										5		
Dishwashing Liquid Soap, Refill 350ml	3	pack	120.00	360.00										3		
Soap, Detergent, Powder, 1 kilo/pack, any scent	5	kl	105.00	525.00										5		
Fabric Conditioner, Antibacterial, Refill, 1.5L, any scent	1	pack	330.00	330.00										1		
Eraser, whiteboard, magnetic flannel	5	pc	60.00	300.00										5		
Pen, Whiteboard Marker, blue,	12	pieces	50.00	600.00										12		
Folder, Expanded, Long (Light Blue)	20	pcs	30.00	600.00										20		
Cleaner, Glass, 500ml, spray type, any scent	1	btl	200.00	200.00										1		
Glue, Multi-Purpose, White, at least 130g (118ml)	3	btl	78.00	234.00										3		
Bathroom Deodorizer, with holder, at least 100g, any scent	2	pcs	80.00	160.00										2		
Stapler, HD No.35	2	pc	350.00	700.00										2		
Stapler, HD-# 10	2	pieces	120.00	240.00										2		
Cork Board, Wall Mount, w/ aluminum frame, 3' x 6'	1	pcs	2,300.00	2,300.00										1		
Disinfectant Spray, 170g	2	can	280.00	560.00										2		
Envelope, Expanding, with garter tie, green, long	20	pc	15.00	300.00										20		
Pen, Permanent Marker, blue, fine tip	6	pieces	60.00	360.00										6		
Sticky Note, 3 x 4, Yellow	3	pads	140.00	420.00										3		
Sticky Note, 3x5 Colored	3	pads	50.00	150.00										3		
Paper, Specialty 200gsm 8-1/2x11, 10s, LightGreen	2	packs	38.00	76.00										2		
Paper, Specialty 200gsm 8-1/2x11, 10s, White	2	packs	38.00	76.00										2		
Sub-Total				17,296.00												
Grand Total				26,596.00												

Prepared by: Emelita S. PAUSANOS

Noted by: SUZETTE B. LINA
Unit Head/Project Leader

Noted By: ALICIA M. FLORES
Head, Budget Office

Date: 08/07/2023

<> *Funding Sources: General Fund(GF), Trust Fund(TF, Special Trust Fund(STF), IGP, Supplemental or Augmentation

Note: Please make a separate PMP 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