

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



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

SCAN HERE



PPMP-2022-0830-58365

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
 CY 2023

Unit/Office/Dept/Div: **Office of the President**
 Project Code: **OP-2023**
 Purpose: **For office use**

Total Budget : **1,000,000.00**
 Funding : **GF-MOOE**
 PPMP #: **58-5-1083-2023-7-0-0**

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
Awards & Tokens																
VSU Food products	150	packs	800.00	120,000.00	10			40	10			40		10		40
ACRYLIC GLASS PLAQUE3	10	pieces	2,990.00	29,900.00				5				5				
Sub-Total				149,900.00												
Communication/Courier Services																
Courier services	200	unit	200.00	40,000.00	20	15	15	20	15	15	20	15	15	20	15	15
Sub-Total				40,000.00												
Food & Food Ingredients																
Snacks (50.00)	80	packs	50.00	4,000.00	10		10	10		10	10		10	10		10
Meals/Lunch	26	packs	150.00	3,900.00				10				8				8
Meals/Dinner	26	packs	150.00	3,900.00				10				8				8
Breakfast (150.00)	26	packs	150.00	3,900.00				10				8				8
Sub-Total				15,700.00												
Fuel & Lubricants																
Engine Oil, (Diesel)	20	liter	500.00	10,000.00	5			5			5			5		
Diesel Fuel	2400	L	84.00	201,600.00	200	200	200	200	200	200	200	200	200	200	200	200
Sub-Total				211,600.00												
IT Supplies and Equipment																
FUJIXEROX DC-V 2265, Toner Cartridge K (Black)	3	pcs	16,000.00	48,000.00	3											
FUJIXEROX DC-V 2265, Toner Cartridge C (Cyan)	3	pcs	18,000.00	54,000.00	3											
FUJIXEROX DC-V 2265, Toner Cartridge M (Magenta)	3	pcs	18,000.00	54,000.00	3											
FUJIXEROX DC-V 2265, Toner Cartridge Y (Yellow)	3	pcs	18,000.00	54,000.00	3											

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FUJIXEROX DC-V 2265, Waste Toner Cartridge	1	pcs	3,500.00	3,500.00	1											
FUJIXEROX DC-V 2265, Developer Unit	1	unit	8,000.00	8,000.00	1											
FUJIXEROX DC-V 2265, LL Drum Cartridge (imaging unit)	8	pcs	22,000.00	176,000.00	4						4					
Epson 003 Ink Bottle for Epson L3150, YELLOW	5	btls	400.00	2,000.00	5											
Epson 003 Ink Bottle for Epson L3150, MAGENTA	5	btls	400.00	2,000.00	5											
Epson 003 Ink Bottle for Epson L3150, CYAN	5	btls	400.00	2,000.00	5											
Epson 003 Ink Bottle for Epson L3150, Black	5	btls	400.00	2,000.00	5											
Sub-Total				405,500.00												
Office Supplies																
Sign pen, Fine Tech, 0.3mm. blue	40	pieces	30.00	1,200.00	20						20					
Sign pen, 0.5mm ball needle point, Blue color, Liquid Gel Ink	12	pieces	90.00	1,080.00	6						6					
Index Tab, transparent, self-adhesive, transparent, 5sets/box	6	boxes	65.00	390.00	3						3					
Alcohol, Ethyl, 70% solution, 500mL	75	btls	125.00	9,375.00	25		5	5			25		5	5		5
Bathroom Deodorizer, with holder, at least 100g, any scent	6	pcs	80.00	480.00	3						3					
Broom, Plastic, with long steel handle (approx. 140cm), for ceiling	2	pcs	420.00	840.00	1						1					
Broom, Soft (Tambo), Large, Heavy Duty	2	pcs	250.00	500.00	1						1					
Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	3	box of 50's	30.00	90.00	3											
Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	3	boxes	14.00	42.00	3											
Correction Tape, 8m x 5mm wide	3	pc	40.00	120.00	3											
Soap, Detergent, Powder, 1 kilo/pack, any scent	3	kl	105.00	315.00	2						1					
Soap, Dishwashing, Liquid, 250mL	24	btls	150.00	3,600.00	12						12					
Envelope, Document, Brown, 150 lbs, Long	100	pc	7.00	700.00	50						50					
Envelope, Expanding, with garter tie, blue, long	6	pc	15.00	90.00	3						3					
Envelope, Expanding, with garter tie, green, long	6	pc	15.00	90.00	3						3					
Fastener, Paper, plastic, 50 sets/box	6	boxes	38.00	228.00	3						3					
Folder, File, Long, 14pts, White	100	piece	10.00	1,000.00	50						50					
Folder, Pressboard, US, Green, Long	200	pcs	30.00	6,000.00	100						100					
Staple Wire, #35	6	boxes	30.00	180.00	3						3					

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
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Sticky Note, 3 x 4, Yellow	6	pads	140.00	840.00	3						3					
Sticky Note, 2 x 3, Yellow	6	pads	79.00	474.00	3						3					
Pencil, Lead, #2, w/ eraser	3	pieces	10.00	30.00	3											
Envelope, Document, Brown, 150 lbs, Short	100	pc	5.00	500.00	50						50					
Envelope, Mailing, white, long, 500pcs/box	1	box of 50's	395.00	395.00	1											
Pen, Permanent Marker, black, broad tip	3	pieces	60.00	180.00	3											
Pen, Permanent Marker, blue, fine tip	3	pieces	60.00	180.00	3											
Pen, Sign, .5mm, Gel-type, Blue	12	piece	35.00	420.00	6						6					
Pen, Highlighting, asstd color	6	pcs	25.00	150.00	6											
Pen, Ball, blue	6	pieces	10.00	60.00	3						3					
Folder, Ordinary, A4	50	pcs	7.00	350.00	25						25					
Tape, Transparent, 12mm x 50m	3	rolls	68.00	204.00	3											
Tape, Masking, 2" x 25 yards	3	rolls	95.00	285.00	3											
Tape, Packaging, 2" x 100 yards, Clear	3	rolls	75.00	225.00	3											
Paper, Bond, A4, S-24, 80 gsm	50	reams	289.00	14,450.00	25						25					
Paper, Bond, A4, S-20, 70 gsm	100	reams	253.00	25,300.00	50						50					
Laminating Film, A4, 100 shts/box, 250 microns	1	box of 50's	1,430.00	1,430.00	1											
Epson L6290 101 Ecotank Ink Black	5	btls	400.00	2,000.00	5											
Epson L6290 101 Ecotank Ink Yellow	5	btls	400.00	2,000.00	5											
Epson L6290 101 Ecotank Ink Magenta	5	btls	400.00	2,000.00	5											
Epson L6290 101 Ecotank Ink Cyan	5	btls	400.00	2,000.00	5											
Sub-Total				79,793.00												
Vehicle Supplies																
Tire, 195 R-15C (Tubeless), Toyota Grandia	8	pcs	6,000.00	48,000.00	4						4					
Tire, Good year 195x15, 8ply for Toyota (Replacement parts)	4	pcs	6,000.00	24,000.00	4											
Engine Oil (5w-30)	3	pails	3,000.00	9,000.00	3											
Battery, NS60, 11 plates, 12 volts N70 for Toyota Grandia	1	pcs	8,000.00	8,000.00	1											
Radiator Coolant for Toyota Grandia	2	gallons	1,000.00	2,000.00	1						1					
Oil Filter CIII for Toyota Grandia, brand Vic	6	pieces	500.00	3,000.00	2			1			1			2		
Air Cleaner for Toyota Grandia	2	pieces	1,000.00	2,000.00	1						1					

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
Fuel Filter Element for Toyota Grandia - #23390-Y22AI	2	pcs	600.00	1,200.00	2											
Sub-Total				97,200.00												
Grand Total				999,693.00												

Prepared by: _____

LES ANDRE B. PAMAOS

Noted by: _____

ALLEN GLENNIE P. LAMBERT
Unit Head/Project Leader

Noted By: _____

ALICIA M. FLORES
Head, Budget Office

Date: **09/02/2022**

<> *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