

☒ Original PPMP

☐ Revised (Changed items, same budget)

☐ Supplemental



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



5-5-1500-2022-7-0-0

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2022

Unit/Office/Dept/Div: **Department of Biological Sciences**

Project Code: **DBS (A.III.B.1)**

Purpose: **PPMP**

Total Budget : **200,000.00**

Funding : **GF-MOOE**

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
Agricultural/Farm Supplies																
herbicide/weed control	2	liters	700.00	1,400.00	2											
Polyethylene Pots, #24	10	pc	50.00	500.00	10											
Sub-Total				1,900.00												
Construction and Electrical Supplies																
Bulb, LED, 15W	60	pieces	300.00	18,000.00	30			30								
Sub-Total				18,000.00												
Fertilizers/Pesticide																
Fertilizer, Urea (45-0-0), 50 kg-bag	1	bag	1,400.00	1,400.00	1											
Sub-Total				1,400.00												
Fuel & Lubricants																
Gasoline, Premium	160	liter	55.00	8,800.00						80			80			
Engine Oil, 10W-40	5	L	300.00	1,500.00	2			3								
Sub-Total				10,300.00												
IT Supplies and Equipment																
Ink, Epson, genuine, (BK) T664, 70 ml	15	pieces	350.00	5,250.00				10					5			
Ink, EPSON 003, Genuine Yellow 65mL	10	btl	350.00	3,500.00	5								5			
Ink, EPSON 003, Genuine Magenta 65mL	10	btl	350.00	3,500.00	5								5			
Ink, EPSON 003, Genuine Cyan 65mL	10	btl	350.00	3,500.00	5								5			
Ink, Epson 003, Genuine Black 65mL	15	btl	350.00	5,250.00	10								5			
Universal HDMI to VGA Adapter Cable	3	unit	250.00	750.00									5			
Ink, Epson, genuine (C) T664, 70 ml	8	pieces	350.00	2,800.00	8								3			

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
Ink, Epson, genuine, (Y) T664, 70 ml	8	pieces	350.00	2,800.00	8											
Sub-Total				27,350.00												
Labor Services																
Repair and Maintenance of aircondition units	7	unit	1,000.00	7,000.00			2			2			2			1
Sub-Total				7,000.00												
Office Equipment																
Tower Fan	1	unit	6,000.00	6,000.00	1											
Sub-Total				6,000.00												
Office Furniture & Fixture																
5 layers Boltless warehouse office steel rack shelves	5	pcs	6,200.00	31,000.00	5											
Office table	2	unit	10,000.00	20,000.00	2											
Sub-Total				51,000.00												
Office Supplies																
Folder, Pressboard, US, Green, Long	100	pcs	30.00	3,000.00	100											
Fastener, Paper, plastic, 50 sets/box	10	boxes	38.00	380.00	10											
Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	20	boxes	14.00	280.00			20									
Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	20	box	30.00	600.00			20									
Clip, Double Binder, 1" (approx. 25mm), Black, 12 pcs/box	5	boxes	20.00	100.00			5									
Clip, Double Binder, 1-1/4" (approx. 32mm), Black, 12 pcs/box	4	boxes	28.00	112.00			4									
Tape, Masking, 1/2" x 25 yards	10	rolls	25.00	250.00			10									
Tape, Double Sided, 1" x 10m	2	rolls	35.00	70.00			2									
Staple wire remover	3	pieces	40.00	120.00			3									
Dust pan, plastic, stand-up handle, large	3	pc	140.00	420.00	3											
Mop Handle, steel	2	pieces	150.00	300.00	2											
Mop Rug, Heavy Duty, 100% cotton	2	pieces	90.00	180.00	2											
Toilet Bowl Cleaner, at least 1 gallon	1	gal	395.00	395.00			1									
Soap, Dishwashing, Liquid, 250mL	3	btls	150.00	450.00			3									
Soap, Detergent, Powder, 1 kilo/pack, any scent	6	kl	105.00	630.00			4			2						
Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	2	tubes	220.00	440.00			2									
Envelope, Expanding, with garter tie, brown, long	30	pc	15.00	450.00				30								

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
Broom, Soft (Tambo), Large, Heavy Duty	5	pcs	250.00	1,250.00			5									
Tape, Transparent, 12mm x 50m	5	rolls	68.00	340.00				5								
Folder, File, Long, 14pts, White	50	piece	10.00	500.00	50											
Folder, File, Short, 14pts, White	30	piece	8.00	240.00				30								
Paper, Bond, A4, S-24, 80 gsm	50	reams	289.00	14,450.00				50								
Paper, Photo, high gloss, A4, 230G, 20 shts/pack	2	pack	250.00	500.00				2								
Ink, Refill, for Permanent Marker, Black, 30mL	2	btl	115.00	230.00			2									
Ink, Refill, for Permanent Marker, Blue, 30mL	2	btl	115.00	230.00				2								
Ink, Refill, for Permanent Marker, Red, 30mL	1	btl	115.00	115.00				1								
Desk Tray, Plastic, Double, Dimension: approx. 6 x 26 x 35cm, any color	1	pcs	310.00	310.00									1			
Table Spoon, Stainless steel	2	dozen	205.00	410.00									2			
Table Fork, Stainless steel, 1 doz	2	dozen	205.00	410.00									2			
Alcohol, Isoprophyl, 90% solution	10	gallon	600.00	6,000.00	5											
Tissue, Bathroom, 2 Ply, 12rolls/pack	8	pack	204.00	1,632.00	5			5								
Bleach, Liquid, 99.9% Antibacterial, Disinfectant, at least 3785 mL	6	gallon	250.00	1,500.00	3			3								
Paper, Specialty 200gsm 8-1/2x11, 10s, Cream	5	packs	38.00	190.00	3			2								
Ring Binder, plastic, 12mm, 1/2" black	20	pieces	12.00	240.00	20											
Sub-Total				36,724.00												
Grand Total				159,674.00												

Prepared by: BRENDA ME P. VALENZONA

Noted by: ANALYN M. MAZO
Unit Head/Project Leader

Funds Available:

ALICIA M. FLORES
Head, Budget Office

Date: 09/22/2021

*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