

☒ Original PPM

☐ Revised (Changed items, same budget)

☐ Supplemental



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

SCAN HERE



PPMP-2022-0831-58760

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2023

Unit/Office/Dept/Div: Department of Geodetic Engineering

Project Code: DGE-2023

Purpose: For DGE office operation and instruction purposes

Total Budget : 165,000.00

Funding : GF-MOOE

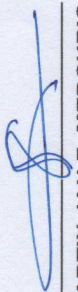
PPMP #: 28-5-1087-2023-7-0-0

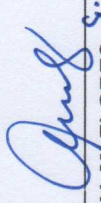
General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Construction and Electrical Supplies																
Extension wire with 4 gang Universal Convenience Outlet, at least 20 meters long	5	pcs	750.00	3,750.00			5									
Sub-Total				3,750.00												
Electronics supplies																
Wireless Microphone Mic System, 2.4G, 6 channels	1	unit	15,000.00	15,000.00			1									
Sub-Total				15,000.00												
Hardware																
Glass Cutter	1	piece	500.00	500.00						1						
Sub-Total				500.00												
IT Supplies and Equipment																
HDMI to HDMI cable	1	piece	500.00	500.00												
Ink, Epson 003, Genuine Black 65mL	10	btl	350.00	3,500.00			10									
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									
Anti-virus Software, at least 3 users	1	pc	5,000.00	5,000.00			1									
UPS, at least 800 watts	5	unit	5,000.00	25,000.00			5									
Keyboard And Mouse Combo Bundle, USB powered	10	set	600.00	6,000.00			10									
Universal HDMI to VGA Adapter Cable, at least 1.8 meters	1	unit	300.00	300.00			1									
Sub-Total				45,550.00												

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
Office Supplies																
Alcohol, Isopropyl, 70% solution, 500mL	20	btl's	140.00	2,800.00						20						
Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	25	pack	125.00	3,125.00						25						
Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	50	pack	115.00	5,750.00						50						
Broom, Soft (Tambo), Large, Heavy Duty	5	pcs	250.00	1,250.00						5						
Correction Pen, rolling ball-metal tip	5	pc	220.00	1,100.00						5						
Soap, Detergent, Liquid, 1 gal, any scent	1	gal	350.00	350.00						1						
Dust Bin (Trash Bin), durable plastic, w/ cover, wheels and lock, approx. 80L capacity	3	pcs	1,400.00	4,200.00						3						
Dust pan, plastic, stand-up handle, large	3	pc	140.00	420.00						3						
Duster, Microfiber (Cotton)	3	pcs	102.00	306.00						3						
Envelope, Expanding, with garter tie, green, long	20	pc	15.00	300.00						20						
Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	5	box of 50's	30.00	150.00						5						
Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	5	boxes	14.00	70.00						5						
Morocco board, A4, 100pcs/ream, 230 gsm, for cover, white	1	ream	450.00	450.00						1						
Morocco board, A4, 100pcs/ream, 230 gsm, for cover, beige	1	ream	450.00	450.00						1						
Morocco board, A4, 100pcs/ream, 230 gsm, for cover, cream	1	ream	450.00	450.00						1						
Sticky Note, 2 x 3, Yellow	10	pads	79.00	790.00						10						
Paper, Bond, A4, S-24, 80 gsm	25	reams	289.00	7,225.00						25						
Paper, Mimeo, GW, A4, S-18	15	reams	150.00	2,250.00						15						
Paper, Parchment, A4, cream, 100 sheets/pack	1	pack	500.00	500.00						1						
Paper, Photo, high gloss, A4, 230G, 20 shts/pack	2	pack	250.00	500.00						2						
Pen, Permanent Marker, black, broad tip	10	pieces	60.00	600.00						10						
Pen, Permanent Marker, red, broad tip	10	pieces	60.00	600.00						10						
Pen, Highlighter, orange	5	pieces	46.00	230.00						5						
Pen, Sign, .5mm, Gel-type, Blue	50	piece	35.00	1,750.00			25			25						
Pen, Whiteboard Marker, black	20	pieces	50.00	1,000.00			20									
Pen, Whiteboard Marker, red	10	pieces	50.00	500.00			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
Pen, Whiteboard Marker, blue,	10	pieces	50.00	500.00			10									
Puncher, Heavy Duty	1	pieces	450.00	450.00			1									
PVC Plastic Cover 100pcs per Pack A4 size 0.2mm	1	packs	750.00	750.00			1									
Rubberband, #18, 350 gms/box	1	boxes	270.00	270.00			1									
Ruler, Plastic, 24"	2	pieces	35.00	70.00			2									
Scissors, 8" heavy duty, good quality	2	pieces	75.00	150.00			2									
Sharpener, Pencil Heavy Duty good qly	1	pieces	350.00	350.00			1									
Spin Mop, w/ stainless steel wringer bucket, w/ durable & ergonomic PP plastic mop handle, 360deg. spin microfiber mop head, 180deg. flexible mop pole	2	pcs	1,500.00	3,000.00			1			1						
Stapler, HD No.35	3	pc	350.00	1,050.00			3									
Tape, Double Sided, 1" x 10m	10	rolls	35.00	350.00			10									
Tape, Double Sided, 2" x 10m	10	rolls	70.00	700.00						10						
Tape, Double Sided, 3/4" x 10m	10	rolls	26.00	260.00						10						
Tape, Duct, 2" x 25m, Black/Grey	3	rolls	180.00	540.00						3						
Tape, Masking, 1" x 25 yards	20	rolls	48.00	960.00			20									
Tape, Masking, 2" x 25 yards	10	rolls	95.00	950.00						10						
Tape, Transparent, 24mm x 50m	10	rolls	120.00	1,200.00						10						
Tissue, Bathroom, 2 Ply, 12rolls/pack	3	pack	204.00	612.00			3									
Toilet Bowl Cleaner, at least 1 gallon	2	gal	395.00	790.00			2									
Toilet Bowl Cleaner, at least 1 liter	3	btl	250.00	750.00						3						
Trash Bag (Garbage Bag), X-Large (18.5x18.5x40 inches), 10pcs/pack, Black	5	pack	85.00	425.00			5									
Computer/Paint Brush, 1.5"	2	piece	25.00	50.00			2									
Cable Tie, 8", 100 pcs/pack	2	packs	110.00	220.00			2									
Wet and dry vacuum cleaner	1	pc	5,000.00	5,000.00						1						
Stick Broom (tingting) 6" from the top, approx 370 pcs	5	piece	40.00	200.00						5						
Soap, hand, liquid, 250 ml	3	btls	135.00	405.00			3									
Sub-Total				57,118.00												
Grand Total				121,918.00												

Prepared by: 
HAIDE B. CUEVAS

Noted by: 
MARTIN JAN E. MERCURIO
Unit Head/Project Leader

Noted By: 
ALICIA M. FLORES
Head, Budget Office *due - 201*

Date: 08/31/2022

<> *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