

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



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

SCAN HERE



PPMP-2022-0609-37728

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2022

Unit/Office/Dept/Div: **College of Management & Economics**
 Project Code: **20201050-1.105.2**
 Purpose: **For office supplies and equipment of the project**

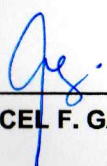
Total Budget : **662,693.00**

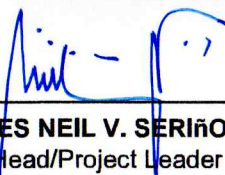
Funding : **TF**

PPMP #: **38-4-1513-2022-4-0-1**

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
Communication/Courier Services																
Globe Pre-paid Cell Card, 500Php	4	pc	550.00	2,200.00							4					
Smart Prepaid Cell Card, 500Php	5	pc	550.00	2,750.00							5					
Globe Prepaid Cell Card, 300Php	5	pc	330.00	1,650.00							5					
Sub-Total				6,600.00												
IT Supplies and Equipment																
Ink, Epson 003,Genuine Black 65mL	7	btl	350.00	2,450.00							3	4				
Ink, EPSON 003,Genuine Cyan 65mL	4	btl	350.00	1,400.00							4					
Ink, EPSON 003,Genuine Magenta 65mL	4	btl	350.00	1,400.00							4					
Ink, EPSON 003,Genuine Yellow 65mL	4	btl	350.00	1,400.00							4					
Headset (Wired), Generic Over the Ear with mic	1	pcs	500.00	500.00							1					
Web Camera for Laptop and Desktop	1	pcs	720.00	720.00							1					
Laptop 14", Core i5 11th Gen, 8GB RAM, 512GB SSD	2	pc	53,000.00	106,000.00								2				
All-In-One (AIO) Desktop Computer, Core i5 11th Gen, 8GB RAM, 1TB SSD	1	pc	70,000.00	70,000.00							1					
Wireless N Router (300Mbps) with 4-LAN Port	1	pc	900.00	900.00								1				
External Hard Disk Drive (Portable, 1TB), USB 3.1	1	unit	3,000.00	3,000.00							1					
Sub-Total				187,770.00												
Office Equipment																
Water Dispenser, Cabinet type	1	pc	10,000.00	10,000.00							1					
Sub-Total				10,000.00												
Office Furniture & Fixture																

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 Table with Mobile Pedestal	1	pc	12,500.00	12,500.00								1				
Sub-Total				12,500.00												
Office Supplies																
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Single)	4	pcs	100.00	400.00							4					
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double)	2	pcs	195.00	390.00								2				
Paper, Bond, A4, S-20, 70 gsm	15	reams	253.00	3,795.00							5	5	5			
Paper, Bond, A4, S-24, 80 gsm	10	reams	289.00	2,890.00							5	5				
Paper, Bond, Long, S-20, 70 gsm	15	reams	286.00	4,290.00							5	5	5			
Paper, Specialty 200gsm 8-1/2x11, 10s, Cream	12	packs	38.00	456.00							4	4	4			
Gel Ink Sign Pen 0.5, blue	12	pcs	25.00	300.00							4	4	4			
Pen, Whiteboard Marker, blue,	6	pieces	50.00	300.00							6					
Pen, Whiteboard Marker, black	6	pieces	50.00	300.00								6				
Pen, Permanent Marker, JUMBO black	5	pieces	120.00	600.00								5				
Gel Ink Sign Pen 0.5, black	12	pcs	25.00	300.00							12					
Gel Ink Sign Pen 0.5, red	12	pcs	25.00	300.00								12				
Binder Clip, 1.5", black	12	pcs	7.50	90.00							12					
5-Tier File Rack Metal Mesh Stackable Letter Tray Scratch-Resistant Magazine Letter Paper Document Home Office Desk Supplies	1	unit	400.00	400.00							1					
Binder Clip, 2-inch, 12 pcs/box	2	boxes	100.00	200.00							2					
TNT Prepaid Cell Card, 500Php	10	pcs	550.00	5,500.00							5	5				
Sub-Total				20,511.00												
Transportation																
Vehicle/Van Rental	12	day	5,000.00	60,000.00								4	4	4		
Sub-Total				60,000.00												
Grand Total				297,381.00												

Prepared by: 
GEECEL F. GALVEZ

Noted by: 
MOISES NEIL V. SERINO
Unit Head/Project Leader

Noted By: 
NICK FREDDY R. BELLO
Head, Accounting Office

Date: **06/15/2022**

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