

☒ Original PPMP

☐ Revised (Changed items, same budget)

☐ Supplemental



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

SCAN HERE



PPMP-2022-0825-57828

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2023

Unit/Office/Dept/Div: Department of Computer Science and Technology

Project Code: DCST-2023

Purpose: Supplies and Equipment for the Department

Total Budget : 93,000.00

Funding : GF-MOOE

PPMP #: 6-5-816-2023-7-0-0

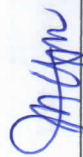
General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
IT Supplies and Equipment																
Ink, Epson 003, Genuine Black 65mL	10	btl	350.00	3,500.00	10											
Ink, Epson, genuine, (BK) T664, 70 ml	14	pieces	350.00	4,900.00		14										
Sub-Total				8,400.00												
Office Equipment																
Laminator Machine, A3	1	unit	5,000.00	5,000.00			1									
Heavy Duty Office Printer, Scanner and Photocopier	1	pcs	25,000.00	25,000.00	1											
Sub-Total				30,000.00												
Office Supplies																
Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	10	tubes	220.00	2,200.00		10										
Alcohol, Ethyl, 70% solution, 500mL	10	btl	125.00	1,250.00		10										
Battery, Alkaline, 9 volts	10	pcs	202.00	2,020.00	10											
Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	10	pack	125.00	1,250.00			10									
Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	10	pack	115.00	1,150.00				10								
Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	20	box of 50's	30.00	600.00		20										
Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	20	boxes	14.00	280.00			10				10					
Soap, Dishwashing, Liquid, 250mL	2	btl	150.00	300.00				1								
Soap, Detergent, Liquid, 1 gal, any scent	1	gal	350.00	350.00					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
Disinfectant Spray, 340g	2	can	465.00	930.00				2								
Envelope, Document, Brown, 150 lbs, Short	96	pc	5.00	480.00			36			30			30			
Envelope, Document, Brown, 150 lbs, Long	90	pc	7.00	630.00					30			30		30		
Folder, File, Short, 14pts, White	100	piece	8.00	800.00					30	30						
Folder, File, Long, 14pts, White	110	piece	10.00	1,100.00		50					30			30		10
Multi-Purpose Glue, 130 g	15	btl	60.00	900.00		5			5			60				
Sticky Note, 2 x 3, Yellow	10	pads	79.00	790.00				10				5				
Paper, Bond, A4, S-24, 80 gsm	20	reams	289.00	5,780.00				20								
Paper, Bond, Long, S-24, 80 gsm	20	reams	328.00	6,560.00				20								
Pen, Ball, blue	50	pieces	10.00	500.00	25				25							
Pen, Sign, .5mm, Gel-type, Blue	60	piece	35.00	2,100.00			30	30								
Binder Clip, 2-inch, 12 pcs/box	10	boxes	100.00	1,000.00							10					
Paper, Photo, high gloss, A4, 230G, 20 shts/pack	5	pack	250.00	1,250.00				5								
Pencil, Charcoal	5	pieces	100.00	500.00				5								
Puncher, 2 holes, heavy duty	1	pieces	155.00	155.00					1							
Rubberband, #18, 350 gms/box	3	boxes	270.00	810.00			3									
Ruler, Plastic, 24"	10	pieces	35.00	350.00			10									
Soap, Toilet, regular size	10	pieces	35.00	350.00				10								
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								
Tape, Double Sided, 3/4" x 10m	20	rolls	26.00	520.00			20									
Tape, Double Sided, 1" x 10m	20	rolls	35.00	700.00				20								
Tape, Foam, Double Sided, 1" x 5m	20	rolls	100.00	2,000.00					10	10						
Tape, Masking, 1" x 25 yards	20	rolls	48.00	960.00		20										
Tape, Masking, 2" x 25 yards	20	rolls	95.00	1,900.00					20							
Tape, Transparent, 12mm x 50m	10	rolls	68.00	680.00							10					
Tissue, Bathroom, 2 Ply, 12rolls/pack	10	pack	204.00	2,040.00						10						
Toilet Bowl Cleaner, at least 500ml	5	btl	180.00	900.00	5											
Trash Bag (Garbage Bag), Large (15x15x37 inches), 10pcs/pack, Black	10	pack	56.00	560.00	5			5								
Face Mask, Surgical, Disposable, 3-ply, 50 pcs/box	5	boxes	150.00	750.00			5									
Broom, Stick Broom, Tukog	10	pc	35.00	350.00	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
Received Stamp	2	pcs	200.00	400.00		2										
Fist Aid Kit Set (Medical Bag)	4	set	800.00	3,200.00			4									
Fiber Doormat	8	pc	150.00	1,200.00			8									
Laminating Film, 9 inch x 50 m, 250 microns	1	rolls	1,050.00	1,050.00				1								
Sub-Total				54,595.00												
Grand Total				92,995.00												



Prepared by: **MICHAEL D. DAG-UMAN**



Noted by: **MAGDALENE C. UNAJAN**
Unit Head/Project Leader



Noted By: **ALICIA M. FLORES**
Head, Budget Office ^{post-2023} 301

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 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