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

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

SCAN HERE
PPMP-2022-0830-58506

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2023

Unit/Office/Dept/Div: Department of Agricultural and BioSystems Engineering
Project Code: DABE2023
Purpose: For office use

Total Budget : 135,000.00
Funding : GF-MOOE
PPMP #: 118-5-751-2023-7-0-1

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
Food & Food Ingredients																
Table Napkin	10	pack	120.00	1,200.00	10											
Sub-Total				**1,200.00**												
Office Equipment																
Paper shredder machine, heavy duty	1	pieces	12,000.00	12,000.00	1											
Heavy Duty Combo Binding Machine	1	unit	18,000.00	18,000.00	1											
Automatic Emergency Light LED	5	unit	1,900.00	9,500.00	5											
Hot & Cold water dispenser	1	unit	9,000.00	9,000.00	1											
Sub-Total				**48,500.00**												
Office Supplies																
Acetate, transparent, guage #6, approx. 50m/roll	1	rolls	1,525.00	1,525.00	1											
Air Freshener, Scented Gel, at least 180g, Lemon/Orange Scent	10	pcs	192.00	1,920.00	10											
Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	10	tubes	220.00	2,200.00	10											
Alcohol, Ethyl, 70% solution, 500mL	10	btls	125.00	1,250.00	10											
Chalk, White, Dustless, 100 pcs/box	10	boxes	75.00	750.00	10											
Broom, Soft (Tambo), Large, Heavy Duty	5	pcs	250.00	1,250.00	5											
Cleanser, Powder, 500g, any scent	10	btls	76.00	760.00	10											
Clip, Double Binder, 1" (approx. 25mm), Black, 12 pcs/box	10	boxes	20.00	200.00	10											
Paper, Bond, A4, S-20, 70 gsm	20	reams	253.00	5,060.00	20											
Paper, Bond, A4, S-24, 80 gsm	20	reams	289.00	5,780.00	20											

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
Specialty Board, short 8-1/2 x 11, 220 gsm, White (10pcs/pack)	20	pack	65.00	1,300.00	20											
Staple Wire, #35	20	boxes	30.00	600.00	20											
Staple Wire No. 35-5M Leg Length 6mm (1/4")	10	boxes	80.00	800.00	10											
Tissue, Bathroom, 2 Ply, 12rolls/pack	10	pack	204.00	2,040.00	10											
Soap, Dishwashing Liquid Refill, 375ml	10	packs	200.00	2,000.00	10											
Bathroom Deodorizer, with holder, at least 100g, any scent	10	pcs	80.00	800.00	10											
Stapler, HD No.35	5	pc	350.00	1,750.00	5											
Pen, Ball, blue	20	pieces	10.00	200.00	20											
Pen, Ball, red	20	pieces	10.00	200.00	20											
Pen, Technical , 0.5 mm	5	piece	400.00	2,000.00	5											
Pen, Sign, .5mm, Gel-type, Blue	20	piece	35.00	700.00	20											
EPSON INK btl 664 black	10	btl	500.00	5,000.00	10											
Epson ink btl magenta	10	btl	400.00	4,000.00	10											
Sub-Total				**42,085.00**												
Grand Total				**91,785.00**												

Prepared by: ______________________
LORBERT G. MAZO

Noted by: ______________________
ELDON P. DE PADUA
Unit Head/Project Leader

Noted By: ______________________
ALICIA M. FLORES
Head, Budget Office DABE-301

Date: **08/30/2022**

<> *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