

☒ Original PPMP

☐ Revised (Changed items, same budget)

☐ Supplemental



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

SCAN HERE



PPMP-2022-0830-58528

## PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2023

Unit/Office/Dept/Div: Department of Economics

Project Code: DOE A.III.b.1 2023

Purpose: For office use

Total Budget : 103,466.67

Funding : GF-MOOE

PPMP #: 13-5-485-2023-7-0-0

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
<b>Hardwares</b>																
Plywood, Marine, 3/4"(thickness) x 4' x 8'	3	piece	1,550.00	4,650.00	3											
<b>Sub-Total</b>				<b>4,650.00</b>												
<b>IT Supplies and Equipment</b>																
Ink, Epson 003, Genuine Black 65mL	20	btl	350.00	7,000.00	10			10								
Ink, EPSON 003, Genuine Cyan 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 Yellow 65mL	10	btl	350.00	3,500.00	5			5								
Ink, Epson, genuine (C) T664, 70 ml	10	pieces	350.00	3,500.00	5			5								
Ink, Epson, genuine (M) T664, 70 ml	10	pieces	350.00	3,500.00	5			5								
Ink, Epson, genuine, (BK) T664, 70 ml	10	pieces	350.00	3,500.00	10											
Ink, Epson, genuine, (Y) T664, 70 ml	10	pieces	350.00	3,500.00	5			5								
<b>Sub-Total</b>				<b>31,500.00</b>												
<b>Lumber</b>																
Lumber, 1" x 2" x 10'	6	pieces	200.00	1,200.00	6											
<b>Sub-Total</b>				<b>1,200.00</b>												
<b>Office Supplies</b>																
Alcohol, Ethyl, 70% solution, 500mL	20	btl	125.00	2,500.00	15			5								
Bathroom Deodorizer, with holder, at least 100g, any scent	5	pcs	80.00	400.00	5											
Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	6	pack	115.00	690.00	6											




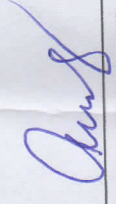
General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	6	pack	125.00	750.00	6											
Broom, Soft (Tambo), Large, Heavy Duty	5	pcs	250.00	1,250.00	5											
Cleanser, Powder, 500g, any scent	10	btls	76.00	760.00	5			5								
Clip, Metal Bulldog, 2-1/2" (approx. 63.5mm), 12 pcs/box	4	boxes	143.00	572.00	4											
Clip, Metal Bulldog, 2" (approx. 50.8mm), 12 pcs/box	4	boxes	76.00	304.00	4											
Clip, Metal Bulldog, 3" (approx. 76.2mm), 12 pcs/box	4	boxes	192.00	768.00	4											
Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	6	box of 50's	30.00	180.00	6											
Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	10	boxes	14.00	140.00				10								
Correction Pen, rolling ball-metal tip	2	pc	220.00	440.00	2											
Soap, Detergent, Liquid, 1 gal, any scent	2	gal	350.00	700.00	1			1								
Soap, Detergent, Powder, 1 kilo/pack, any scent	3	kl	105.00	315.00	2			1								
Disinfectant Spray, 170g	2	can	280.00	560.00	2											
Folder, File, Long, 14pts, White	150	piece	10.00	1,500.00	100											
Folder, Pressboard, US, Blue, Long	150	pieces	30.00	4,500.00	100											
Ink, Refill, for Permanent Marker, Black, 30mL	2	btls	115.00	230.00	2											
Ink, Refill, for Permanent Marker, Blue, 30mL	2	btls	115.00	230.00	2											
Ink, Refill, for Whiteboard Marker, Black, 30mL	5	btls	165.00	825.00	5											
Ink, Refill, for Whiteboard Marker, Blue, 30mL	5	btls	165.00	825.00				5								
Ink, Refill, for Whiteboard Marker, Red, 30mL	5	btls	165.00	825.00	5											
Mop Rug, Heavy Duty, 100% cotton	5	pieces	90.00	450.00	3			2								
Morocco board, A4, 100pcs/ream, 230 gsm, for cover, white	2	ream	450.00	900.00	2											
Morocco board, A4, 100pcs/ream, 230 gsm, for cover, blue	2	ream	450.00	900.00	2											
Morocco board, A4, 100pcs/ream, 230 gsm, for cover, cream	2	ream	450.00	900.00	2											
Sticky Note, 2 x 3, Yellow	3	pads	79.00	237.00	3											
Sticky Note, 3 x 3, Yellow	3	pads	84.00	252.00				3								
Sticky Note, 3 x 4, Yellow	3	pads	140.00	420.00				3								
Paper, Bond, A4, S-24, 80 gsm	50	reams	289.00	14,450.00	30											
Paper, Photo, high gloss, A4, 230G, 20 shits/pack	3	pack	250.00	750.00	2											
Pen, Permanent Marker, black, broad tip	2	pieces	60.00	120.00	2											
Pen, Permanent Marker, red, fine tip	2	pieces	60.00	120.00	2											



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, Highlighter, yellow	2	pieces	45.00	90.00				2								
Pencil, Lead, #2, w/ eraser	20	pieces	10.00	200.00				20								
Pen, Ball, black	30	pieces	10.00	300.00	30											
Pen, Ball, blue	30	pieces	10.00	300.00	30											
Pen, Ball, red	30	pieces	10.00	300.00				30								
PVC Plastic Cover 100pcs per Pack A4 size 0.2mm	3	packs	750.00	2,250.00	2			1								
Record Book, Big, 300 pages	6	pcs	110.00	660.00	4			2								
Soap, Toilet, guest size	10	pieces	15.00	150.00	5			5								
Stick Broom (tingting) 6" from the top, approx 370 pcs	6	piece	40.00	240.00	6											
Tape, Masking, 1" x 25 yards	10	rolls	48.00	480.00	6			4								
<b>Sub-Total</b>				<b>43,733.00</b>												
<b>Grand Total</b>				<b>81,083.00</b>												

Prepared by:   
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Head, Budget Office *Doc-771*

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 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