

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



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

SCAN HERE



SUPP-2023-0802-135042

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2023

Unit/Office/Dept/Div: **Department of Agronomy**
 Project Code: **A.III.b.I**
 Purpose: **For Office and IT supplies**

Total Budget : **180,000.00**
 Funding : **GF-MOOE**
 PPMP #: **3-5-1546-2023-7-0-0**

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
Office Supplies																
Paper, Bond, A4, S-24, 80 gsm	25	reams	289.00	7,225.00										25		
Pen, Sign, .5mm, Gel-type, Blue	50	piece	35.00	1,750.00										50		
Pen, Sign, .5mm, Gel-type, Red	50	piece	35.00	1,750.00										50		
My-Gel Gel Ink Pen refill 0.5mm, Blue	20	piece	25.00	500.00										20		
Pen, Highlighter, orange	10	pieces	46.00	460.00										10		
Pen, Permanent Marker, black, broad tip	10	pieces	60.00	600.00										10		
Table Spoon, Stainless steel	3	dozen	205.00	615.00										3		
Table Fork, Stainless steel, 1 doz	3	dozen	205.00	615.00										3		
Drinking glass cup glassware, set	4	sets	300.00	1,200.00										4		
Tissue, Bathroom, 2 Ply, 12rolls/pack	10	pack	204.00	2,040.00										10		
Ink, Refill, for Whiteboard Marker, Black, 30mL	5	btls	165.00	825.00										5		
Ink, Refill, for Whiteboard Marker, Red, 30mL	5	btls	165.00	825.00										5		
Alcohol, Ethyl, 70% solution, 500mL	30	btls	125.00	3,750.00										30		
White Folders, 0.14mm long 100pcs/pack	2	packs	485.00	970.00										2		
Folder, Ordinary, A4	30	pcs	7.00	210.00										30		
Liquid Hand Soap, 500 ml.	10	btls	100.00	1,000.00										10		
Soap, Detergent, Liquid, 1 gal, any scent	10	gal	400.00	4,000.00										10		
Soap, Detergent, Powder, 1 kilo/pack, any scent	10	kl	105.00	1,050.00										10		
Kitchen paper towel	5	pack	70.00	350.00										5		
Scotch Tape	20	pcs	30.00	600.00										20		
Folder, File, Long, 14pts, White	100	piece	10.00	1,000.00										100		

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
Sub-Total				31,335.00												
Vehicle Supplies																
Battery, 12Volts, 11 plates, maintenance free	1	pc	6,000.00	6,000.00										1		
Sub-Total				6,000.00												
Grand Total				37,335.00												

Prepared by:

MILESA C. MARSADO

Noted by:

RUTH O. ESCASINAS
Unit Head/Project Leader

Noted By:

ALICIA M. FLORES
Head, Budget Office

Date: **08/07/2023**

<> *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