

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



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



161-5-1412-2021-3-0-0

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2021

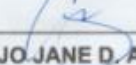
Unit/Office/Dept/Div: **Director, Advance Research and Innovation Center**
 Project Code: **ARICenter-2021**
 Purpose: **For office and laboratory use**

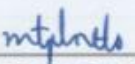
Total Budget : **350,000.00**
 Funding : **GF-MOOE**


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																
Antivirus Software 3 Device, 1+1 Year Licence include VPN (enrolled auto-renewal)	5	pc	2,000.00	10,000.00									5			
Sub-Total				10,000.00												
Office Equipment																
Laminator Machine, A3	1	unit	2,800.00	2,800.00									1			
Paper shredder machine, heavy duty	2	pieces	6,000.00	12,000.00									2			
Sub-Total				14,800.00												
Office Supplies																
Bathroom Deodorizer, with holder, at least 100g, any scent	15	pcs	60.00	900.00									15			
Face Mask, Surgical, Disposable, 3-ply, 50 pcs/box	25	boxes	300.00	7,500.00									25			
Alcohol, Ethyl, 70% solution, 500mL	20	btls	125.00	2,500.00									10	10		
Paper Cutter, Sliding, for A3, with metal base, replaceable blades	1	unit	2,550.00	2,550.00									1			
Battery, Rechargeable, AA (4pcs) w/ Charger	1	set	3,680.00	3,680.00									1			
Clip Board, Plastic, with PVC Cover, A4, any color	2	pcs	198.00	396.00									2			
Clip Board, Plastic, with PVC Cover, Long, any color	2	pcs	222.00	444.00									2			
Cork Board, Wall Mount, w/ aluminum frame, 2' x 3'	3	pcs	880.00	2,640.00									3			
Date stamp, rubber, self-inking, with dater and custom text, 1" x 1-5/8"	2	pc	900.00	1,800.00									2			
Desk Tray, Metal, Triple, Black, Dimension: approx. 30 x 25 x 38cm	6	pcs	820.00	4,920.00									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
Soap, Detergent, Powder, 1 kilo/pack, any scent	5	kl	105.00	525.00									5			
Soap, Dishwashing, Liquid, 250mL	10	btls	150.00	1,500.00									5	5		
Envelope, Document, Brown, 150 lbs, Short	50	pc	5.00	250.00									25	25		
Envelope, Document, Brown, 150 lbs, Long	50	pc	7.00	350.00									25	25		
Envelope, Expanding, with garter tie, brown, short	50	pc	11.00	550.00									25	25		
Envelope, Expanding, with garter tie, red, short	50	pc	11.00	550.00									25	25		
Envelope, Expanding, with garter tie, blue, long	50	pc	15.00	750.00									25	25		
Flashlight, rechargeable, LED, 220-240V 50/60Hz, duration time: 10 hrs (low torch), 2.5 hrs (high torch)	2	pcs	1,675.00	3,350.00									2			
Index Tab, transparent, self-adhesive, transparent, 5sets/box	20	boxes	65.00	1,300.00									20			
Index Tab, PVC self adhesive 6" x 1", 25pcs/box	20	set	78.00	1,560.00									20			
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double)	6	pcs	195.00	1,170.00									6			
Memo Notebooks, 80 leaves	10	pieces	29.00	290.00									10			
Meter Stick, wood, 100 cm, yellow background w/ black markings	2	pieces	150.00	300.00									2			
Wet and dry vacuum cleaner	2	pc	5,000.00	10,000.00									2			
Sticky Note, 3 x 3, Yellow	5	pads	84.00	420.00									5			
Numbering machine, 12 digits w/ letter	2	piece	1,000.00	2,000.00									2			
Laminating Film, A4, 100 shts/box, 250 microns	1	box	1,430.00	1,430.00									1			
Laminating Film, Short, 100 shts/box, 250 microns	1	box	1,640.00	1,640.00									1			
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			
Key Cabinet with key chains and safety lock	1	pc	5,000.00	5,000.00									1			
First Aid Box or Medicine Cabinet	5	pc	800.00	4,000.00									5			
Fuji Xerox DocuCentre-V C2266/C2263 Toner Cartridges, Cyan	1	pc	5,000.00	5,000.00										1		
Fuji Xerox DocuCentre-V C2266/C2263 Toner Cartridges, Magenta	1	pc	5,000.00	5,000.00										1		
Fuji Xerox DocuCentre-V C2266/C2263 Toner Cartridges, Black	1	pc	5,000.00	5,000.00										1		
Fuji Xerox DocuCentre-V C2266/C2263 Toner Cartridges, Yellow	1	pc	5,000.00	5,000.00										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
<i>Sub-Total</i>				96,605.00												
Professional Services																
Liquid Nitrogen Storage	5	Monthly	5,500.00	27,500.00									5			
<i>Sub-Total</i>				27,500.00												
Grand Total				148,905.00												

Prepared by: 
JO JANE D. ATOK

Noted by: 
MA. THERESA P. LORETO
Unit Head/Project Leader

Funds Available: 
 ALICIA M. FLORES
Head, Budget Office

Date: 09/09/2021

*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