

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



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



26-5-1232-2022-7-0-0

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2022

Unit/Office/Dept/Div: **Institute of Tropical Ecology & Envi. Mgmt.**

Project Code: **HIGHER EDUCATION A.III.b.1**

Purpose: **FOR OFFICE USE**

Total Budget : **114,096.60**

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
Construction and Electrical Supplies																
Fluorescent Tube, 36 watts with starter strip type	8	pcs	250.00	2,000.00	8											
Bulb, LED, 15W	2	pieces	300.00	600.00	2											
Sub-Total				2,600.00												
IT Supplies and Equipment																
External Hard Disk Drive (Portable, 2TB), USB 3.1	4	unit	4,200.00	16,800.00	4											
Ink, Epson, genuine (C) T664, 70 ml	8	pieces	350.00	2,800.00	4	4										
Ink, Epson, genuine (M) T664, 70 ml	8	pieces	350.00	2,800.00	4	4										
Ink, Epson, genuine, (BK) T664, 70 ml	8	pieces	350.00	2,800.00	4	4										
Ink, Epson, genuine, (Y) T664, 70 ml	8	pieces	350.00	2,800.00	4	4										
Ink, Epson 003,Genuine Black 65mL	4	btl	350.00	1,400.00	4											
Ink, EPSON 003,Genuine Cyan 65mL	4	btl	350.00	1,400.00	4											
Ink, EPSON 003,Genuine Magenta 65mL	4	btl	350.00	1,400.00	4											
Ink, EPSON 003,Genuine Yellow 65mL	4	btl	350.00	1,400.00	4											
Sub-Total				33,600.00												
Office Supplies																
Alcohol, Ethyl, 75% solution, 1 gallon	3	gallon	480.00	1,440.00	2	1										
Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	10	box	30.00	300.00	5	5										
Clip, Metal Bulldog, 2" (approx. 50.8mm), 12 pcs/box	10	boxes	76.00	760.00	5	5										
Soap, Detergent, Liquid, 1 gal, any scent	2	gal	350.00	700.00	1	1										
Dishwashing Liquid Soap, Refill 350ml	6	pack	120.00	720.00	3	3										

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
Folder, File, Long, 14pts, White	100	piece	10.00	1,000.00	50	50										
Paper, Bond, A4, S-24, 80 gsm	80	reams	289.00	23,120.00	40	40										
Paper, Bond, Long, S-20, 70 gsm	20	reams	286.00	5,720.00	20											
Pen, Permanent Marker, black, broad tip	6	pieces	60.00	360.00	6											
Pen, Permanent Marker, blue, fine tip	6	pieces	60.00	360.00	6											
Pen, Sign, .5mm, Gel-type, Blue	48	piece	35.00	1,680.00	24	24										
Pen, Sign, .5mm, Gel-type, Red	10	piece	35.00	350.00	10											
Pen, Whiteboard Marker, black	6	pieces	50.00	300.00	6											
Pen, Whiteboard Marker, blue,	6	pieces	50.00	300.00	6											
Pencil, Lead, #2, w/ eraser	48	pieces	10.00	480.00	24	24										
My-Gel Gel Ink Pen refill 0.5mm, Blue	25	piece	25.00	625.00	13	12										
Tissue, Bathroom, 2 Ply, 12rolls/pack	20	pack	204.00	4,080.00	10	10										
Paper, Mimeo, WW, A4, S-20	6	ream	220.00	1,320.00	6											
Transparent Tape (1")	6	rolls	25.00	150.00	6											
Transparent Tape (2")	6	rolls	40.00	240.00	6											
Date stamp, 10 years advance or more	1	pcs	195.00	195.00	1											
Folder, Ordinary, A4	40	pcs	7.00	280.00	20	20										
Pen, Highlighting, asstd color	10	pcs	25.00	250.00	5	5										
Received Stamp	1	pcs	200.00	200.00	1											
Thumb Tacks, Small Box	10	boxes	12.00	120.00	10											
Tape, Masking, 1/2" x 25 yards	6	rolls	25.00	150.00	6											
Tape, Masking, 2" x 25 yards	6	rolls	95.00	570.00	6											
Tape, Packaging, 2" x 100 yards, Tan	4	rolls	55.00	220.00	4											
Soap, Toilet, guest size	10	pieces	15.00	150.00	10											
Rubberband, #18, 350 gms/box	1	boxes	270.00	270.00	1											
Rags, large, good quality, size 24"x15", water absorbent	4	pcs	40.00	160.00	4											
Pin, Push, hammerhead type, asstd colors 50s/pack	6	boxes	35.00	210.00	6											
Muriatic Acid concentrated scented	2	gal	350.00	700.00	1	1										
Multi-Purpose Glue, 130 g	8	btl	60.00	480.00	8											
Mop Rug, Heavy Duty, 100% cotton	4	pieces	90.00	360.00	4											
Ink, for stamp pad, violet, 30mL, w/ applicator	3	btl	35.00	105.00	3											
Disinfectant Spray, 170g	6	can	280.00	1,680.00	3	3										
Sub-Total				50,105.00												

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>Grand Total</i>				86,305.00												

Prepared by: _____

CECILIO M. BENITEZ

Noted by: _____

ELIZA D. ESPINOSA
Unit Head/Project Leader *ad/1/21*

Funds Available: _____

MYRNA S. PANCITO
Head, Budget Office *mo*

Date: **09/01/2021**

*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