

Original PPMP  
 Revised (Changed items, same budget)  
 Supplemental



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



**PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)**  
 CY 2024


Unit/Office/Dept/Div: **Physical Plant Office**  
 Project Code: **Building and Housing Maintenance Unit (Office Supplies 2024)**  
 Purpose: **BHMU office supplies 2024**

Total Budget : **75,000.00**  
 Funding : **GF-MOOE**  
 PPMP #: **223-5-89-2024-7-0-1**

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
<b>IT Supplies and Equipment</b>																
Ink, Epson, genuine, (Y) T664, 70 ml	2	pieces	350.00	700.00					2							
Ink, Epson, genuine, (BK) T664, 70 ml	2	pieces	350.00	700.00				2								
Ink, Epson, genuine (M) T664, 70 ml	5	pieces	350.00	1,750.00				5								
Ink, Epson, genuine (C) T664, 70 ml	2	pieces	350.00	700.00				2								
Ink, Epson 003,Genuine Black 65mL	20	btl	350.00	7,000.00				20								
Ink, EPSON 003,Genuine Magenta 65mL	5	btl	350.00	1,750.00				5								
Ink, EPSON 003,Genuine Cyan 65mL	5	btl	350.00	1,750.00				5								
Ink, EPSON 003,Genuine Yellow 65mL	5	btl	350.00	1,750.00				5								
Epson 001 ink, Yellow, Genuine	1	btls	350.00	350.00				1								
Epson 001 ink, Magenta, Genuine	1	btls	350.00	350.00				1								
Epson 001 ink, Cyan, Genuine	1	btls	350.00	350.00				1								
Epson 001 ink, Black, 127ml, Genuine	3	btls	600.00	1,800.00				3								
<b>Sub-Total</b>				<b>18,950.00</b>												
<b>Office Furniture &amp; Fixture</b>																
Office Chair, High Back, with Lumbar support (Ergonomic)	2	unit	6,000.00	12,000.00	2											
<b>Sub-Total</b>				<b>12,000.00</b>												
<b>Office Supplies</b>																
Paper, Bond, A4, S-24, 80 gsm	20	reams	289.00	5,780.00				20								
Soap, Dishwashing, Liquid, 250mL	20	btls	150.00	3,000.00	20											
Liquid Hand Soap, 500 ml.	20	btls	100.00	2,000.00	20											
Folder, Ordinary, A4	200	pcs	7.00	1,400.00				200								

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
Sponge (plato)	5	pcs	10.00	50.00	5											
Tissue, Bathroom, 2 Ply, 12rolls/pack	5	pack	204.00	1,020.00	5											
Scrub Sponge, Heavy Duty	5	pcs	80.00	400.00	5											
<b>Sub-Total</b>				<b>13,650.00</b>												
<b>Grand Total</b>				<b>44,600.00</b>												

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Date: 08/14/2023

<> \*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