

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



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



6-5-516-2021-4-0-1

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2021

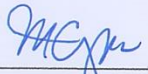
Unit/Office/Dept/Div: **Department of Computer Science and Technology**
 Project Code: **DCST-2021**
 Purpose: **Supplies and Materials for the Department**

Total Budget : **58,000.00**
 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
Construction and Electrical Supplies																
LED Tube with housing (T8), 18 watts, 4ft (Daylight)	12	set	500.00	6,000.00						12						
Bulb, LED, 15W	10	pieces	300.00	3,000.00						5			5			
Electrical, Plastic Molding, 1/2" diameter	10	length	60.00	600.00						10						
Sub-Total				9,600.00												
IT Supplies and Equipment																
RISO Master Roll	2	box	1,320.00	2,640.00						2						
RISO Ink	1	box	2,300.00	2,300.00						1						
Sub-Total				4,940.00												
Medical & Dental Supplies & Equipment																
Liquid Hand Soap	3	gallon	350.00	1,050.00						3						
Sub-Total				1,050.00												
Office Supplies																
Paper, Bond, A4, S-24, 80 gsm	70	reams	289.00	20,230.00						70						
Paper, Bond, Short, S-20, 70 gsm	5	reams	245.00	1,225.00						5						
Paper, Bond, Long, S-20, 70 gsm	5	reams	286.00	1,430.00						5						
Paper, Mimeo, WW, Long, S-18	5	reams	218.00	1,090.00						5						
Toilet Bowl and Urinal Cleaner, at least 500mL	5	btls	125.00	625.00							5					
Soap, Detergent, Powder, 1 kilo/pack, any scent	8	kl	105.00	840.00						5				3		
Broom, Soft (Tambo), Large, Heavy Duty	2	pcs	250.00	500.00						2						
Broom, Plastic, with long steel handle (approx. 140cm), for ceiling	2	pcs	420.00	840.00						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
Muriatic Acid concentrated scented	2	gal	350.00	700.00							2					
Bleach, Liquid, 99.9% Antibac, 3785 mL	3	gallon	250.00	750.00									3			
Bathroom Deodorizer, with holder, at least 100g, any scent	14	pcs	60.00	840.00							14					
Spin Mop, w/ stainless steel wringer bucket, w/ durable & ergonomical PP plastic mop handle, 360deg. spin microfiber mop head, 180deg. flexible mop pole	2	pcs	1,500.00	3,000.00							2					
Paper, Specialty 200gsm 8-1/2x11, 10s , Cyril Pink	2	packs	38.00	76.00							2					
Gel Ink Sign Pen 0.5, blue	8	pcs	25.00	200.00							8					
Soap, Dishwashing, Liquid, 250mL	8	btls	150.00	1,200.00						8						
Alcohol, Isopropyl, 70% solution, 500mL	5	btls	140.00	700.00						5						
Multi-Insect Killer Spray, 250mL	3	tubes	200.00	600.00										3		
Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	5	tubes	220.00	1,100.00							3			2		
Pen, Whiteboard Marker, blue,	2	pieces	50.00	100.00							2					
Pen, Whiteboard Marker, black	5	pieces	50.00	250.00							5					
Tape, Masking, 1" x 25 yards	8	rolls	48.00	384.00								8				
Correction Tape, 8m x 5mm wide	5	pc	40.00	200.00								5				
Tape, Double Sided, 1" x 10m	5	rolls	35.00	175.00						5						
Tape, Transparent, 24mm x 50m	5	rolls	120.00	600.00						5						
Scissors, 8" heavy duty, good quality	2	pieces	75.00	150.00						2						
Pen, Highlighter, yellow	5	pieces	45.00	225.00						5						
Pen, Highlighter, violet	2	pieces	47.00	94.00						2						
Tissue, Bathroom, 2 Ply, 12rolls/pack	5	pack	204.00	1,020.00							5					
Rolled Paper Towel, 2 plys good qty (Jumbo Towel)	5	rolls	88.00	440.00							5					
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double)	5	pcs	195.00	975.00						5						
Paper, Photo, matte finish, 146GSM, 10 shts/pack	5	pack	75.00	375.00						5						
Clip, Double Binder, 1" (approx. 25mm), Black, 12 pcs/box	3	boxes	20.00	60.00						3						
Note Pad, 4" x 5", post-it, assorted colors	3	pads	40.00	120.00						3						
Disinfectant Cleaner, multi-surface, scented	3	gal	420.00	1,260.00						3						
Sub-Total				42,374.00												
Grand Total				57,964.00												

Prepared by: 
MAGDALENE C. UNAJOAN

Noted by: 
MAGDALENE C. UNAJOAN
Unit Head/Project Leader

Funds Available: 
MYRNA S. PANCITO
Head, Budget Office

Date: 05/31/2021

*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



VISAYAS
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OFFICE OF THE HEAD OF BUDGET

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ADVICE OF SUB-ALLOTMENT

Major Final Output : **HIGHER EDUCATION**
Dept./Office/Center: **DEPARTMENT OF COMPUTER SCIENCE & TECHNOLOGY (DCST)**

The following allotments are made available in support to programs and projects for the Calendar Year. It is the responsibility of the Department/Office Heads and Center Directors to keep expenditures within the limit of the amounts allotted.

Breakdown:	
Supplies	98,249.85
Travel	24,955.28
Semi-Expendable Supplies	16,636.85
Other Professional Expense	2,772.81
Repair and Maintenance	5,545.62
Fuel	6,839.59
Representation Expense	
Other MOOE	
Other General Services	
TOTAL	155,000.00

Note:

It is advised that you follow the above figure under its corresponding account titles.

Prepared By:

Myrna S. Pancito
MYRNA S. PANCITO
Head of the Budget Office

Noted By:

Louella C. Ampac
LOUELLA C. AMPAC
Financial Management Director

Vision:
Mission:

A globally competitive university for science, technology, and environmental conservation.
Development of a highly competitive human resource, cutting-edge scientific knowledge
and innovative technologies for sustainable communities and environment.

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FM-BUD-01

17-07-20-2020

No.

91-08-01-142