



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

Original PPMP
 Revised (Changed items, same budget)
 Supplemental

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
 CY 2021

Unit/Office/Dept/Div: **Office of the Vice President for Research & Extension**
 Project Code: **INNOVATION-2021**

Total Budget : **210,000.00**
 Funding : **GF**

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)													
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Computer Supplies																		
External Hard Drive, 500GB	1	piece	3,500.00	3,500.00														
Ink, Epson, genuine, (Yellow) T664, 70 ml	4	pieces	350.00	1,400.00							2							
Ink, Epson, genuine, (BK) T664, 70 ml	6	pieces	350.00	2,100.00							3							
Ink, Epson, genuine (C) T664, 70 ml	4	pieces	350.00	1,400.00							2							
Ink, Epson, genuine (M) T664, 70 ml	4	pieces	350.00	1,400.00							2							
Windows 10 Operating System	1	Licenses	10,000.00	10,000.00							1							
Desktop Computer (i7)	2	unit	45,000.00	90,000.00							2							
Sub-Total				109,800.00														
Furnitures																		
Ergodynamic Mesh Office Chair Furniture with Lumbar Back Support	1	unit	7,000.00	7,000.00							1							
Swivel Chair, W53 x D58 x H90 – 100cm, • Back Rest: Polypropylene (Pp) Plastic Covered With Mesh Fab	2	pieces	3,500.00	7,000.00							2							
L-Shaped Executive Table (1800x900x750mm) HPL laminated finished with side table, cabinet and soft-c	1	unit	25,000.00	25,000.00							1							
OFFICE TABLE	3	unit	10,000.00	30,000.00							3							
Zebra Roller Blinds Pleated	13	roll	1,300.00	16,900.00							13							
Sub-Total				85,900.00														
Office Supplies and Materials																		
Alcohol, 70% solution, antiseptic disinfectant, 500 ml	8	btl	95.00	760.00							4							
Paper, Bond Premium grade, 8 x 13 legal 70gsm	10	reams	172.80	1,728.00							5							
Stapler, Heavy Duty	1	pieces	264.00	264.00							1							
Folder, File long 14pts laserwhite	50	piece	15.00	750.00							30							

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 short 14pts laserwhite	50	piece	10.00	500.00		30						20					
Lysol Disinfectant spray 340gm	4	cans	171.00	684.00		2						2					
Tape Dispenser HD for 1tape UK	1	pieces	300.00	300.00		1											
Pencil, Mongol #2	30	pieces	4.50	135.00		30											
Air Freshener, 280ml Glade Orange/Lemon	3	tubes	124.30	372.90		2						1					
Tissue Paper, 250 twin-ply shts,	24	piece	8.15	195.60		12						12					
Soap, Dish washing Liquid Refill Lemon 200ml	4	pack	36.00	144.00		2						2					
Soap, Hand, liquid, 250 ml	4	bottles	90.00	360.00		2						2					
Book, Record 500 pp w/Official Record Book printing	6	pieces	98.10	588.60		6											
Specialty Paper, long, 8-1/2 x 13, 90gsm, color: cream (10pcs/pack)	10	pack	50.00	500.00		10											
Paper, Book, A4 size, 70 gsm, Double A	20	reams	232.00	4,640.00		10						10					
Paper, Specialty Sterling 200gsm 8-1/2x11 Cream	15	packs	38.00	570.00		15											
Envelope, Brown, 7 x 11, #150 lbs good qty	20	pieces	2.00	40.00		20											
Envelope, Brown, 9 x 12-1/2, #150 lbs good qty	20	pieces	5.00	100.00		20											
Clip Paper Plastic Gem type jumbo vinyl coated	10	boxes	17.35	173.50		10											
Clip Paper Plastic Gem type 33mm vinyl coated	10	boxes	10.00	100.00		10											
Pen, Highlighting, Stabilo Boss asstd color	5	pieces	15.00	75.00		5											
Pen, Ball, My Gel, .5mm, Blue	24	piece	15.00	360.00		24											
Pen, Ball, Pilot BP-S Fine, blue	50	pieces	15.00	750.00		25						25					
Sub-Total				14,090.60													
Grand Total				209,790.60													

Prepared by:


MARIA LOUELLA C. TAMBIS

Noted by:


ALAN B. LORETO

Unit Head/Project Leader

Funds Available:

MYRNA S. PANCITO
 Head, Budget Office

Date: **07/29/2020**

*Funding Sources: General Fund(GF), Trust Fund(TF), Special Trust Fund(STF), IGP, Supplemental or Augmentation
 Note: Please make a separate PMP 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