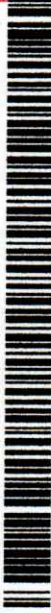


- ☒ Original PPMP
☐ Revised (Changed items, same budget)
☐ Supplemental



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

SCAN HERE



PPMP-2023-0814-137992

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
 CY 2024

Unit/Office/Dept/Div: **Philippine Root Crops & Research Training Center**
 Project Code: **PRCRTC 2024 PRCRTC-A-111-C.**
 Purpose: **Office Supplies and Materials**

Total Budget : **50,000.00**
 Funding : **GF-MOOE**
 PPMP #: **24-5-2111-2024-7-0-0**

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																
Ink, Epson 003, Genuine Black 65mL	30	btl	350.00	10,500.00			15							15		
Ink, EPSON 003, Genuine Cyan 65mL	5	btl	350.00	1,750.00			5									
Ink, EPSON 003, Genuine Magenta 65mL	5	btl	350.00	1,750.00			5									
Laptop Stand Lifting Riser Holder Aluminum Height/Angle	2	pc	1,500.00	3,000.00	2											
Headset, Over Ear, wired	2	sets	750.00	1,500.00	2											
Sub-Total				18,500.00												
Office Supplies																
Alcohol, Ethyl, 70% solution, 500mL	5	btls	125.00	625.00	5											
Cleaner, Glass, 500mL, spray type, any scent	3	btls	200.00	600.00		3										
Toilet Bowl Cleaner, at least 500ml	1	btl	180.00	180.00	1											
Soap, Dishwashing, Liquid, 250mL	5	btls	150.00	750.00	5											
Soap, Detergent, Powder, 1 kilo/pack, any scent	8	kl	105.00	840.00	2		2	2	2							
Battery, Rechargeable, AA (4pcs) w/ Charger	1	set	3,680.00	3,680.00	1											
Paper Clips Small Vinyl (33MM)	5	Box of 100's	35.00	175.00	5											
Paper Clips Small Vinyl (50mm)	5	Box of 100's	40.00	200.00	5											
PAPER CLIPS VINYL COATED ASSORTED 33MM, 100pcs per box	1	box of 50's	25.00	25.00	1											
White Folders, 0.14mm long 100pcs/pack	1	packs	485.00	485.00			1									
Record Book, Big, 500 pages	3	pcs	115.00	345.00			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
Scouring Pad, big economy size, good quality	3	pieces	50.00	150.00			3									
Toilet Bowl and Urinal Cleaner, at least 500mL	3	btl's	125.00	375.00			3									
Tissue, Bathroom, 2 Ply, 12rolls/pack	12	pack	204.00	2,448.00	3		3	3		3						
Bleach, Liquid, 99.9% Antibacterial, Disinfectant, at least 3785 ml	2	gallon	220.00	440.00	2											
Tape, Masking, 2" x 25 yards	2	rolls	95.00	190.00	2											
Ballpen 50 Pieces, Blue	1	box of 50's	500.00	500.00	1											
Clear Book Refills, A4 (10pcs/set)	1	sets	36.00	36.00	1											
Clear Book Refills, Legal (10pcs/set)	1	sets	42.00	42.00							1					
Envelope, Mailing, white, long, 500pcs/box	1	boxes	525.00	525.00	1											
Car Freshener, Gel, at least 70g, Lemon/Orange scent	4	cans	180.00	720.00			2				2					
Duster, Feather	2	pcs	56.00	112.00	2											
Dust pan, plastic, stand-up handle, large	2	pc	140.00	280.00	2											
Folder, Sliding, Plastic, w/ Binder, A4, Transparent	15	piece	10.00	150.00	5			5			5					
Hand Towel, cloth, cotton	10	piece	35.00	350.00	10											
Disinfectant Spray, 170g	2	can	280.00	560.00	2											
Soft Broom (Tambo) 200g minimum, heavy duty	2	pcs	220.00	440.00	1						1					
Soap, Detergent, Bar, at least 350g, any scent	1	bar	38.00	38.00	1											
Soap, Toilet, regular size	5	pieces	35.00	175.00	1			2			2					
Rubberband, #18, 350 gms/box	1	boxes	270.00	270.00	1											
Stick Broom (tingting) 6" from the top, approx 370 pcs	2	piece	40.00	80.00			1			1						
Broom, Stick Broom, Tukog	2	pc	40.00	80.00			1			1						
Staple wire remover	3	pieces	40.00	120.00			3			1						
Staple Wire No. 35-5M Leg Length 6mm (1/4")	1	boxes	80.00	80.00			1									
Calculator, heavy duty, 12 digit display solar and battery	1	pc	500.00	500.00			1									
Folder, Pressboard, A4, US Green, Double Fold	25	pcs	40.00	1,000.00	25											
Envelope, Expanding, plastic, A4	10	pc	59.00	590.00	10											
STICKY NOTES 3 X 4 ASSORTED COLORS	5	pad	79.00	395.00						5						
Sign Here Sticky Notes	10	pack	59.00	590.00	10											
Index Tab, PVC self adhesive 6" x 1", 25pcs/box	5	set	380.00	1,900.00	5											
Index Tab, transparent, self-adhesive, transparent, 5sets/box	1	boxes	90.00	90.00	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
Floor Mop with wooden handle, heavy duty	2	pcs	240.00	480.00	2											
Paper, Bond, A4, S-24, 80 gsm	20	reams	289.00	5,780.00			10				10					
Sign pen, Fine Tech, 0.3mm. blue	10	pieces	30.00	300.00			10									
Gel Ink Sign Pen 0.5, black	3	pcs	25.00	75.00						3						
Gel Ink Sign Pen 0.5, blue	3	pcs	25.00	75.00						3						
Bathroom Deodorizer, with holder, at least 100g, any scent	5	pcs	80.00	400.00			5									
Certificate Holder (A4)	50	pcs	65.00	3,250.00			25				25					
Sub-Total				31,491.00												
Grand Total				49,991.00												

Prepared by:

PRECILA C. BELMONTE

Noted by:

MARLON M. TAMBIS
Unit Head/Project Leader

Noted By:

ALICIA M. FLORES
Head, Budget Office

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