



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



☒ Original PPM

☐ Revised (Changed items, same budget)

☐ Supplemental

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2024

Unit/Office/Dept/Div: **Office of the Head Income Generating Projects**
Project Code: **VSU Market 2024**
Purpose: **For RGSO/IGPO office supplies and equipments**

Total Budget : 200,000.00
Funding : **STF**
PPMP #: **PPMP-2024-051724-0128**

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 Light, UFO ceiling light, Tri-color	3	pieces	700.00	2,100.00						3						
Angle Grinder, 4"Ø (100mm)	1	pc	4,500.00	4,500.00									1			
Sub-Total				6,600.00												
Hardware																
Electric Hand Drill	1	set	14,900.00	14,900.00									1			
Sub-Total				14,900.00												
IT Supplies and Equipment																
Monitor, 27", 4K UHD, 99% sRGB	2	unit	30,000.00	60,000.00						2						
Computer Keyboard USB	2	pcs	400.00	800.00									2			
Multi-Function Business Inkjet Color Printer, Brother MFC-J2330DW	2	unit	15,000.00	30,000.00						2						
Desktop Computer (Assembled), Intel Core i5, 11th Gen	1	unit	60,000.00	60,000.00						1						
Sub-Total				150,800.00												
Office Equipment																
Portable mobile trolley bluetooth speaker, 15" woofer good quality	1	set	20,000.00	20,000.00						1						
Sub-Total				20,000.00												
Office Supplies																
Record Book, Big, 500 pages	3	pcs	175.00	525.00									3			
Staple Wire, #35	10	boxes	35.00	350.00									10			
Paper, Bond, A4, S-20, 70 gsm	15	reams	253.00	3,795.00									15			

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	50	piece	10.00	500.00									50			
white vellum board paper	5	pack	33.00	165.00									5			
Wall Clock	1	pc	800.00	800.00						1						
Sub-Total				6,135.00												
Grand Total				198,435.00												

Prepared by: _____

JOSEFINA L. SORIA

Submitted by: _____

CRISLIN B. CRUZ

Unit Head/Project Leader

{{- Date: 05/28/2024

*Funding Sources: General Fund(GF), Trust Fund(TF), Special Trust Fund(STF), IGP, Supplemental or Augmentation

Note: Please make a separate PPM 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