

☒ Original PMP

☐ Revised (Changed items, same budget)

☐ Supplemental



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



PMP-2023-0815-138420

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2024

Unit/Office/Dept/Div: **Department of Agricultural Education & Extension**  
Project Code: **DAEE-X-GF 302000000 2024**  
Purpose: **For office use**

Total Budget : **40,000.00**  
Funding : **GF-MOOE**  
PPMP #: **42-5-2401-2024-7-0-2**

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
IT Supplies and Equipment																
Computer Printer, All-in-One/Multifunction Colored-Ink Tank	1	unit	14,000.00	14,000.00		1										
Ink, Epson 003,Genuine Black 65ml	5	bitl	350.00	1,750.00		5										
Ink, EPSON 003,Genuine Cyan 65ml	3	bitl	350.00	1,050.00		3										
Ink, EPSON 003,Genuine Magenta 65ml	3	bitl	350.00	1,050.00		3										
Ink, EPSON 003,Genuine Yellow 65ml	3	bitl	350.00	1,050.00		3										
Sub-Total				18,900.00												
Office Supplies																
Alcohol, Ethyl, 70% solution, 500ml	20	btls	125.00	2,500.00			10					10				
Calculator, desktop-type, 12 digits, 2-way power, plastic keys	2	unit	530.00	1,060.00			2									
Folder, Pressboard, US, Green, Long	60	pcs	30.00	1,800.00		30						30				
Paper, Photo, high gloss, A4, 230G, 20 shts/pack	10	pack	250.00	2,500.00		5						5				
PVC Plastic Cover 100pcs per Pack A4 size 0.2mm	2	packs	500.00	1,000.00		2										
Toilet Bowl Cleaner, at least 1 liter	2	bitl	250.00	500.00		2										
Computer/Paint Brush, 1.5"	2	piece	25.00	50.00		2										
Sub-Total				9,410.00												
Grand Total				28,310.00												

Prepared by: 

**AIRA M. ORAÑO**

Noted by: 

**ANNA MARTHA C. MONSANTO**  
Unit Head/Project Leader

Noted By: 

**ALICIA M. FLORES**  
Head, Budget Office  
301-174

Date: 08/15/2023

<> \*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