

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



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



85-4-618-2021-9-0-2

**PROJECT PROCUREMENT MANAGEMENT PLAN (PMP)**

**CY 2021**

Unit/Office/Dept/Div: **University Student Services Office**

Project Code: **TES-ASF (On-going) 2029050-10.13.47.8**

Purpose: **Office Use**

Total Budget: **147,400.00**

Funding: **TF**

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
<b>Construction and Electrical Supplies</b>																
Extension Wire/Cord	1	set	2,500.00	2,500.00										1		
Extension wire with 4 gang Universal Convenience Outlet, at least 10m long	1	pc	500.00	500.00										1		
<b>Sub-Total</b>				<b>3,000.00</b>												
<b>IT Supplies and Equipment</b>																
Flash Drive, at least 32GB USB 3.0	2	piece	800.00	1,600.00										2		
Mouse, Wired, Optical, USB	3	pieces	210.00	630.00										3		
<b>Sub-Total</b>				<b>2,230.00</b>												
<b>Office Supplies</b>																
Paper, Bond, Long, S-24, 80 gsm	20	reams	328.00	6,560.00										20		
Pen, Permanent Marker, blue, fine tip	5	pieces	60.00	300.00										5		
Pen, Permanent Marker, blue, broad tip	5	pieces	60.00	300.00										5		
Pen, Sign, .5mm, Gel-type, Blue	20	piece	35.00	700.00										20		
Pen, Sign, .5mm, Gel-type, Red	20	piece	35.00	700.00										20		
Mouse Pad, Rubber	2	pad	250.00	500.00										2		
<b>Sub-Total</b>				<b>9,060.00</b>												
<b>Grand Total</b>				<b>14,290.00</b>												

Prepared by: 

**MERIAM M. LUNA**

Noted by: 

**MANOLO B. LORETO**  
Unit Head/Project Leader

Funds Available: 

**NICK FREDDY R. BELLO**  
(OIC) Head, Accounting Office

Date: 10/27/2021

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