

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



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

SCAN HERE



PPMP-2024-0115-169426

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2024

Unit/Office/Dept/Div: **Graduate School**

Project Code: **GS PPMP2024**

Purpose: **Office use**

Total Budget : **400,000.00**

Funding : **STF**

PPMP #: **231-1-1609-2024-0-0-0**

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
Awards & Tokens																
medal	100	pc	150.00	15,000.00					100							
Sub-Total				15,000.00												
Construction and Electrical Supplies																
GRASS CUTTER, 4 stroke	1	unit	23,000.00	23,000.00		1										
Extension wire with 4 gang Universal Convenience Outlet, at least 10m long	10	pc	500.00	5,000.00		10										
Sub-Total				28,000.00												
Food & Food Ingredients																
Snacks AM	500	set	80.00	40,000.00			150					150				200
Snacks PM	500	packs	80.00	40,000.00			150						150			200
Sub-Total				80,000.00												
Fuel & Lubricants																
Gasoline, Premium	40	liter	85.00	3,400.00	3	4	4	3	3	3	3	5	3	3	3	3
Sub-Total				3,400.00												
IT Supplies and Equipment																
VOIP Phone	5	unit	6,000.00	30,000.00		5										
UPS, at least 800 watts	10	unit	5,000.00	50,000.00			10									
Laminator	1	pc	800.00	800.00		1										
Rechargeable Wireless Keyboard and Mouse Set	2	unit	950.00	1,900.00		2										
Sub-Total				82,700.00												
Office Equipment																

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
Electric fan	5	pc	2,500.00	12,500.00		5										
Sub-Total				12,500.00												
Office Furniture & Fixture																
Office Table	10	pc	4,000.00	40,000.00			10									
Executive Table	2	unit	25,000.00	50,000.00			2									
Sub-Total				90,000.00												
Office Supplies																
Paper, Bond, A4, S-20, 70 gsm	30	reams	253.00	7,590.00		10	10	10								
Paper, Bond, Long, S-20, 70 gsm	3	reams	286.00	858.00			3									
Plaque, Customized	5	pieces	1,500.00	7,500.00						5						
Paper Cutter, wood, A4 size	1	piece	625.00	625.00		1										
Nylon, #300, for grass cutter	3	kl	450.00	1,350.00		1		1				1				
Sub-Total				17,923.00												
Trainings																
Token	10	bag	1,000.00	10,000.00			5					5				
Sub-Total				10,000.00												
Transportation																
Plane and Boat Tickets	12	pcs	5,000.00	60,000.00		1	2	1	2	1	1	1	1	1	1	
Sub-Total				60,000.00												
Grand Total				399,523.00												

Prepared by:

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Noted by:

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Unit Head/Project Leader

Noted By:

ALICIA M. FLORES
Head, Budget Office

Date: **01/15/2024**

<> *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