

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



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

SCAN HERE



PPMP 2022-0819-56657

**PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)**  
 CY 2023

Unit/Office/Dept/Div: Annals of Tropical Research

Project Code: OVPREI-ATR-2023

Purpose: Printing of ATR's Books, website maintenance and office supplies

Total Budget : 152,019.00


Funding : GF-MOOE

PPMP #: 51-5-944-2023-7-0-1


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
<b>IT Supplies and Equipment</b> <i>CF - INTERACT 810</i>																
Website Annual (DOI) Renewal	1	unit	20,000.00	20,000.00			1									
Website Annual Renewal	1	unit	10,000.00	10,000.00			1									
<b>Sub-Total</b>				<b>30,000.00</b>												
<b>Office Supplies</b> <i>CF - ATR</i>																
Paper, Bond, A4, S-24, 80 gsm	29	reams	289.00	8,381.00				29								
Alcohol, Ethyl, 70% solution, 1 gallon	5	gallons	600.00	3,000.00					5							
Pen, Ball, blue	20	pieces	10.00	200.00					20							
Tissue, Bathroom, 2 Ply, 12rolls/pack	4	pack	204.00	816.00					4							
Soap, hand, liquid, 250 ml	5	btls	135.00	675.00					5							
Envelope, Mailing, white, long, 500pcs/box	1	box of 50's	395.00	395.00				1								
Envelope, Document, Brown, 150 lbs, Long	100	pc	7.00	700.00						100						
Envelope, Document, Brown, 150 lbs, Short	100	pc	5.00	500.00						100						
Envelope, Mailing, white, short, 500pcs/box	1	box of 50's	330.00	330.00					1							
<b>Sub-Total</b>				<b>14,997.00</b>												
<b>Printing Services</b> <i>CF PRINTING</i>																
Printing of Annals of Tropical Research Vol 45 No. 1 (January-June 2023)	50	pcs	850.00	42,500.00			50									
Printing of Annals of Tropical Research Vol 45 No. 2 (July-December 2023)	50	pcs	850.00	42,500.00									50			

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>Sub-Total</b>				85,000.00												
<b>Grand Total</b>				129,997.00												


Prepared by:

  
KIMBERLY V. CAINGCOY

Noted by:

  
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Unit Head/Project Leader

Noted By:

  
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Date: **06/31/2022**

<> \*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