

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



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



66-1-1558-2022-1-G-0

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2022

Unit/Office/Dept/Div: **Admissions Office**
 Project Code: **VSUCAT 2022**
 Purpose: **office use**

Total Budget : **200,000.00**
 Funding : **STF**

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
IT Supplies and Equipment																
Ink, Epson 003.Genuine Black 65mL	5	btl	350.00	1,750.00	5											
Ink, EPSON 003.Genuine Cyan 65mL	3	btl	350.00	1,050.00	3											
Ink, EPSON 003.Genuine Magenta 65mL	3	btl	350.00	1,050.00	3											
Ink, EPSON 003.Genuine Yellow 65mL	3	btl	350.00	1,050.00	3											
Desktop Computer (i5)	1	unit	45,000.00	45,000.00	1											
Computer Printer, All-in-One/Multifunction Colored-Ink Tank	1	unit	11,000.00	11,000.00	1											
Sub-Total				60,900.00												
Office Equipment																
Safety Deposit Box	1	unit	10,000.00	10,000.00				1								
Filing cabinets, 2 doors good quality , 5 shelves W-90 CM X D -40 CM X H-185 CM	1	pcs	15,000.00	15,000.00	1											
Sub-Total				25,000.00												
Office Furniture & Fixture																
Steel Cabinet, 4 Drawers w/ lock, Vertical, Dirty White	3	pieces	11,000.00	33,000.00	2			1								
Computer Table, tower type	2	unit	3,000.00	6,000.00	2											
Senior Executive High back chair	1	pc	10,500.00	10,500.00	1											
Executive Table	1	unit	25,000.00	25,000.00	1											
Office Table	3	pc	4,000.00	12,000.00	3											
Office chair, with arm rest	2	pc	5,000.00	10,000.00	2											
Sub-Total				96,500.00												

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Office Supplies																
Paper, Bond, A4, S-20, 70 gsm	63	reams	253.00	15,939.00			40	23								
Whiteboard, Wall Mount, 2' x 3', w/ aluminum frame	1	pcs	880.00	880.00	1											
Sub-Total				16,819.00												
Grand Total				199,219.00												

Prepared by: _____

IDA BLANZ L. ORAPA

Noted by: _____

NANCY V. DUMAGUING
Unit Head/Project Leader

Funds Available: _____

MYRNA S. PANCITO
Head, Budget Office

Date: 02/22/2021

*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