

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



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

SCAN HERE



PPMP-2022-0623-57232

**PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)**

**CY 2023**

Unit/Office/Dept/Div: **Office of the Vice President for the Student Affairs and Services**

Project Code: **OVPAS-STF-2023**

Purpose: **office use**

Total Budget : **30,000.00**

Funding : **STF**

PPMP #: **133-1-614-2023-7-0-0**

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
<b>Office Equipment</b>																
industrial fan	1	pc	3,500.00	3,500.00	1											
<b>Sub-Total</b>				<b>3,500.00</b>												
<b>Office Furniture &amp; Fixture</b>																
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											
Monoblock Chair all gray or all white in color	20	pcs	500.00	10,000.00	20											
<b>Sub-Total</b>				<b>25,000.00</b>												
<b>Office Supplies</b>																
Document Storage Box / Document Filing Case, plastic, transparent, A4 (30.7x23.2cm)	5	pcs	252.00	1,260.00	5											
Envelope, Expanding, with garter tie, blue, long	10	pc	15.00	150.00	10											
Envelope, Document, Brown, 150 lbs, Long	10	pc	7.00	70.00	10											
<b>Sub-Total</b>				<b>1,480.00</b>												
<b>Grand Total</b>				<b>29,980.00</b>												

Prepared by:

**SHEILA MARIE C. LEMOS**

Noted by:

**ALELI A. VILLOCINO**  
 Unit Head/Project Leader

Noted By:

**ALICIA M. FLORES**  
 Head, Budget Office

Date: **08/23/2022**

<> \*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,