



101-1-222-2021-3-0-2



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

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

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

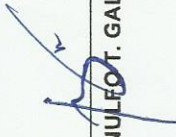
CY 2021

Unit/Office/Dept/Div: **Registrar's Office**
Project Code: **STF-Graduation and Diploma Fee**
Purpose: **For office use**

Total Budget : **750,000.00**

Funding : **STF**

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
Fuel & Lubricants																
Diesel	70	liters	50.00	3,500.00						70						
Sub-Total				3,500.00												
IT Supplies and Equipment																
Computer Server (File Server/ Network Attached Storage)	1	unit	150,000.00	150,000.00		1										
Computer Printer, All-in-One/Multifunction Colored-Ink Tank	5	unit	11,000.00	55,000.00		5										
Electric Paper Shredder	1	unit	40,000.00	40,000.00		1										
Sub-Total				245,000.00												
Office Supplies																
Notarial seal, gold, #24 2-2/18, stick rite	50	pad	2,500.00	125,000.00		50										
Sub-Total				125,000.00												
Printing Services																
Printing of Diploma form	2000	pcs	20.00	40,000.00		2000										
Printing of diploma cover for VSU external graduates without address	3000	pcs	110.00	330,000.00		3000										
Sub-Total				370,000.00												
Grand Total				743,500.00												

Prepared by: 
ARNULFO T. GALENZOGA

Noted by: 
MARWEN A. CASTAÑEDA
Unit Head/Project Leader

Funds Available: **MYRNA S. PANCITO**
Head, Budget Office

Date: **10/05/2020**

*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

*Note: Not yet budgeted.