

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



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

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2023

Unit/Office/Dept/Div: **OFFICE OF THE UNIVERSITY REGISTRAR**
 Project Code: **STF - Registrar's services**
 Purpose: **Office use**

Total Budget : 700,000.00
 Funding : **STF**
 PPMP #: **101-1-222-2023-6-0-4**



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	84.00	5,880.00		70										
Sub-Total				5,880.00												
Hardware																
Bulb, LED, 20 Watts	30	pc	400.00	12,000.00	30											
LED T5 Tubelight	12	pcs	300.00	3,600.00	12											
Sub-Total				15,600.00												
IT Supplies and Equipment																
Monitor Desk Mount Stand, Full Motion Arm Gas Spring, for 22-32" Monitor	3	pcs	3,000.00	9,000.00	3											
Laptop Charger, Universal, 8-in-1	5	pcs	1,000.00	5,000.00	5											
Kyocera, Ecosys M8124CIDN Toner TK 8113 K	1	pcs	5,680.00	5,680.00	1											
Sub-Total				19,680.00												
Labor Services																
Binding of books (gradesheets, Form 12, official list & other important documents)	22	pcs	200.00	4,400.00	22											
Sub-Total				4,400.00												
Office Equipment																
Refrigerator - at least 3.5 cu. ft., Two-door Personal Refrigerator (Direct Cool), Inverter	1	unit	10,000.00	10,000.00	1											
Sub-Total				10,000.00												
Office Supplies																
Sub-Total				10,000.00												

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
Paper, Bond, A4, S-24, 80 gsm	50	reams	289.00	14,450.00	50											
Folder, Pressboard, US, Green, Short	50	pcs	29.00	1,450.00	50											
Cartolina, US, Gold, at least 160gsm	100	pcs	14.00	1,400.00	100											
ID holder	4000	pcs	45.00	180,000.00	4000											
Sub-Total				197,300.00												
toner																
Kyocera, Ecosys M8124C1DN Toner TK 8113 Y	2	pc	9,430.00	18,860.00	2											
Kyocera, Ecosys M8124C1DN Toner TK 8113 C	1	pc	9,430.00	9,430.00	1											
Kyocera, Ecosys M8124C1DN Toner TK 8113 M	1	pc	9,430.00	9,430.00	1											
Sub-Total				37,720.00												
Grand Total				290,580.00												

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Noted by:

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Unit Head/Project Leader

Noted By:

ALICIA M. FLORES
Head, Budget Office

Date: 08/26/2022

<> *Funding Sources: General Fund(GF), Trust Fund(TF), Special Trust Fund(STF), IGP, Supplemental or Augmentation
Note: Please make a separate PMP 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