

☒ Original PPMP

☐ Revised (Changed items, same budget)

☐ Supplemental



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



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BY: *[Signature]*

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2022

Unit/Office/Dept/Div: Office of the Director of NSTP/CWTS

Project Code: Office of the Coordinator of NSTP-CWTS

Purpose: Office Supplies

Total Budget : 21,575.34

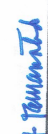
Funding : GF-MOOE

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
IT Supplies and Equipment																
Ink, Epson, genuine (C) T664, 70 ml	5	pieces	350.00	1,750.00	5											
Ink, Epson, genuine (M) T664, 70 ml	5	pieces	350.00	1,750.00	5											
Ink, Epson, genuine, (Y) T664, 70 ml	5	pieces	350.00	1,750.00	5											
Ink, Epson, genuine, (BK) T664, 70 ml	6	pieces	350.00	2,100.00	6											
External Solid State Drive, (Portable, 500GB), USB 3.1	1	pc	6,000.00	6,000.00	1											
Sub-Total				13,350.00												
Office Supplies																
Paper, Bond, A4, S-24, 80 gsm	20	reams	289.00	5,780.00	20											
Folder, Pressboard, US, Green, Long	10	pcs	30.00	300.00	10											
Tape, Masking, 2" x 25 yards	2	rolls	95.00	190.00	2											
Tape, Transparent, 24mm x 50m	2	rolls	120.00	240.00	2											
Clip, Double Binder, 1" (approx. 25mm), Black, 12 pcs/box	6	boxes	20.00	120.00	6											
Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	3	box	30.00	90.00	3											
Fastener, Paper, plastic, 50 sets/box	5	boxes	38.00	190.00	5											
Pen, Sign, .5mm, Gel-type, Blue	4	piece	35.00	140.00	4											
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double)	5	pcs	195.00	975.00	5											
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Single)	2	pcs	100.00	200.00	2											
Sub-Total				8,225.00												

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
Grand Total				21,575.00												

Prepared by: 
MANOLO B. LORETO

Noted by: 
JOY A. BELLEN
 Unit Head/Project Leader

Funds Available: 
MYRNA S. PANCITO
 Head, Budget Office

Date: 08/24/2021

*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