

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



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

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PPMP-2022-0901-59259

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2023

Unit/Office/Dept/Div: **Office of the Dean of Students**

Project Code: **ODS-OFFICE OF THE CAREER AND JOB PLACEMENT SERVICES**

Purpose: **FOR OFFICE SUPPLY IN CALENDAR OF 2023**

Total Budget : **17,248.06**

Funding : **GF-MOOE**

PPMP #: **186-5-1551-2023-8-0-2**

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 003,Genuine Black 65mL	3	btl	350.00	1,050.00			3									
Ink, EPSON 003,Genuine Cyan 65mL	2	btl	350.00	700.00			2									
Ink, EPSON 003,Genuine Yellow 65mL	2	btl	350.00	700.00			2									
Ink, EPSON 003,Genuine Magenta 65mL	2	btl	350.00	700.00			2									
Sub-Total				3,150.00												
Office Supplies																
Paper, Bond, A4, S-24, 80 gsm	10	reams	289.00	2,890.00			10									
Folder, Ordinary, A4	1000	pcs	7.00	7,000.00			1000									
Paper, Bond, Long, S-24, 80 gsm	5	reams	328.00	1,640.00			5									
Alcohol, Ethyl, 75% solution, 1 gallon	1	gallon	480.00	480.00			1									
Pen, Permanent Marker, black, broad tip	3	pieces	60.00	180.00			3									
Sub-Total				12,190.00												
Grand Total				15,340.00												

Prepared by:

JUNARD C. GUCELA

Noted by:

MANOLO B. LORETO JR.
 Unit Head/Project Leader

Noted By:

ALICIA M. FLORES
 Head, Budget Office

Date: **09/01/2023**

<> *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,