



85-1-618-2021-8-0-0



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

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

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2021

Unit/Office/Dept/Div: **University Student Services Office**
Project Code: **ADMISSION Office - VSU CAT Fees**
Purpose: **Admission CAT Fees**

Total Budget : **200,000.00**
Funding : **STF**

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Construction and Electrical Supplies																
Stand Fan, 405 mm diameter, 220 volts	1	unit	2,500.00	2,500.00				1								
Sub-Total				2,500.00												
IT Supplies and Equipment																
Laptop 14" (i5)	3	unit	44,000.00	132,000.00				3								
Ink, Gestetner DX-2430 Reisograph Copy Printer, 500ml	7	pieces	1,080.24	7,561.68				7								
Ink, Gestetner DX2430M, Reisograph Copy Printer Master. 390g	4	piece	1,960.00	7,840.00				4								
Sub-Total				147,401.68												
Office Equipment																
Water Dispenser, Cabinet type	1	pc	10,000.00	10,000.00				1								
Document Scanner w/ ADF	1	unit	26,000.00	26,000.00				1								
Sub-Total				36,000.00												
Office Supplies																
Paper, Bond, A4, S-24, 80 gsm	38	reams	289.00	10,982.00				38								
Envelope, Expanding, Plastic, Long, with Handle	30	pcs	100.00	3,000.00				30								
Sub-Total				13,982.00												
Grand Total				199,883.68												

Prepared by: **MERIAM M. LUNA**

Noted by: **NANCY V. DUMAGUING**
Unit Head/Project Leader

Funds Available: **MYRNA S. PANCITO**
Head, Budget Office
Date: **10/15/2020**