

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



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

SCAN HERE



PPMP-2022-0830-58393

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2023

Unit/Office/Dept/Div: **Office of the Head of Payroll and Leave Benefits**

Project Code: **OHPLB-2023**

Purpose: **Office use**

Total Budget : **30,599.00**

Funding : **GF-MOOE**

PPMP #: **196-5-860-2023-7-0-0**

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																
Computer ribbon, EPSON S015531/15086, Genuine	5	pieces	765.00	3,825.00	3	2										
Ribbon Cartridge EPSON S015639	4	pieces	165.00	660.00	2	2										
Ink, Epson 003,Genuine Black 65mL	1	btl	350.00	350.00	1											
Sub-Total				4,835.00												
Office Supplies																
Continuous Forms, Carbonless, 13 x 9-1/2, 2 Ply	6	boxes	1,484.00	8,904.00	2	2	2									
Continuous Forms, Bond 20, 11 x 9-1/2, 1 Ply	5	boxes	1,372.00	6,860.00	3	2										
Continuous Forms, Carbonless, 11 x 9-1/2, 2 Ply	2	boxes	1,270.00	2,540.00	2											
Continuous Forms, Carbonless, 11 x 14-7/8, 2 Ply	4	boxes	1,855.00	7,420.00	2	2										
Sub-Total				25,724.00												
Grand Total				30,559.00												

Prepared by: _____

FLORANTE G. DICAL

Noted by: _____

REGINA C. BIBERA
 Unit Head/Project Leader

Noted By: _____

ALICIA M. FLORES
 Head, Budget Office

Date: **08/30/2022**

<> *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