

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



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

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PPMP-2022-0823-57167

**PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)**

**CY 2023**

Unit/Office/Dept/Div: **Department of Liberal Arts & Behavioral Sciences**

Project Code: **DLABS-2023\_ADVANCED EDUCATION**

Purpose: **office supplies**

Total Budget : **35,000.00**

Funding : **GF-MOOE**

PPMP #: **11-5-354-2023-7-0-1**

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
<b>IT Supplies and Equipment</b>																
Ink, MP100Le (for digital copier)	1	piece	2,900.00	2,900.00				1								
<b>Sub-Total</b>				<b>2,900.00</b>												
<b>Office Supplies</b>																
Paper, Bond, A4, S-20, 70 gsm	20	reams	253.00	5,060.00				20								
Paper, Bond, Long, S-20, 70 gsm	20	reams	286.00	5,720.00				20								
<b>Sub-Total</b>				<b>10,780.00</b>												
<b>Grand Total</b>				<b>13,680.00</b>												

Prepared by:

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Noted by:

**JETT C. QUEBEC**

Unit Head/Project Leader

Noted By:

**ALICIA M. FLORES**

Head, Budget Office **DLABS-202**

Date: **08/23/2022**

<> \*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