

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



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

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PPMP-2022-0915-63754

**PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)**

**CY 2023**

Unit/Office/Dept/Div: **Geographic Information System Services Unit**

Project Code: **GISSU\_2023**

Purpose: **Office Supplies**

Total Budget : **10,000.00**

Funding : **GF-MOOE**

PPMP #: **53-5-2057-2023-8-0-1**

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>Office Supplies</b>																
Paper, Bond, A4, S-20, 70 gsm	3	reams	253.00	759.00	2			1								
Alcohol, Ethyl, 70% solution, 500mL	2	btls	125.00	250.00	2											
Broom, Soft (Tambo), Large, Heavy Duty	2	pcs	250.00	500.00	2											
Battery, Rechargeable, Nickel-Metal Hydride, Size: AA, 2 pcs/pack	3	pack	785.00	2,355.00	3											
Soap, Dishwashing, Liquid, 250mL	2	btls	150.00	300.00	1				1							
Dust pan, plastic, stand-up handle, small	2	pc	75.00	150.00	2											
Paper, Bond, Long, S-24, 80 gsm	2	reams	328.00	656.00	2											
Pen, Highlighter, orange	1	pieces	46.00	46.00	1											
Pen, Ball, blue	10	pieces	10.00	100.00	10											
Paper, Bond, A3, S-24, 80 gsm	2	reams	580.00	1,160.00	2											
Pen, Ball, black	2	pieces	10.00	20.00	2											
<b>Sub-Total</b>				<b>6,296.00</b>												
<b>Grand Total</b>				<b>6,296.00</b>												

Prepared by:   
**FREDERICK P. BABILONIA III**

Noted by:   
**PASTOR P. GARCIA**  
 Unit Head/Project Leader

Noted By:   
**ALICIA M. FLORES** *GISSU-203*  
 Head, Budget Office

Date: **09/15/2022**

<> \*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

# PROJECT PROPOSAL

Project Name:   
 Project Code:   
 Purpose:

Team Lead:   
 Project Manager:

Category Description	Unit	Unit Cost	Estimated Budget	Proposed Allocation of Activities (in %)											
				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Office Supplies	1000	25.00	25.00												
Office Appliance & Equipment	2000	125.00	125.00												
Office Furniture	3000	375.00	375.00												
Laboratory Supplies	4000	500.00	500.00												
IT Equipment	5000	625.00	625.00												
Construction & Electrical Supplies	6000	750.00	750.00												
Farm & Agricultural Supplies	7000	875.00	875.00												
Feeds & Feed Ingredients	8000	1000.00	1000.00												
Medical & Dental Supplies	9000	1125.00	1125.00												
Auto Supplies	10000	1250.00	1250.00												

Prepared by:   
 Approved by:   
 Date: