

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



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



85-5-618-2022-7-0-1

# PROJECT PROCUREMENT MANAGEMENT PLAN (PMP)

CY 2022

Unit/Office/Dept/Div: **University Student Services Office**  
 Project Code: **Office of the Career and Job Placement Services 2022 c/o ODS**  
 Purpose: **Office use**

Total Budget: **43,150.68**  
 Funding: **GF-MOOE**

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 Furniture &amp; Fixture</b>																
MC Low Back Office Chair	1	pc	7,600.00	7,600.00							1					
Slim Drawer (5layers)	1	pc	1,500.00	1,500.00							1					
<b>Sub-Total</b>				<b>9,100.00</b>												
<b>Office Supplies</b>																
Paper, Bond, A4, S-24, 80 gsm	10	reams	289.00	2,890.00							10					
<b>Sub-Total</b>				<b>2,890.00</b>												
<b>Grand Total</b>				<b>11,990.00</b>												

Prepared by: Mariam M. Luna

Noted by: Manolo B. Loreto

Funds Available:

Unit Head/Project Leader  
**MANOLO B. LORETO**

Unit Head, Budget Office  
**MYRNA S. PANCITO**

Date: **08/31/2021**

\*Funding Sources: General Fund(GF), Trust Fund(TF, Special Trust Fund(STF), IGP, Supplemental or Augmentation  
 Note: Please make a separate PMP 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