



5-1112-2021-10-0-4



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

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2021

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

Unit/Office/Dept/Div: **Department of Development Communication**Project Code: **DDC.615.16 DDC-2021**Purpose: **for office supplies and materials**Total Budget : **8,721.00**Funding : **GF- MOOE**

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
IT Supplies and Equipment																
External Hard Disk Drive (Portable, 2TB), USB 3.0	1	unit	5,500.00	5,500.00	1											
CD Label/Sticker, plain white (40pcs/pack)	6	pack	50.00	300.00	2	2	2									
CD plastic case	6	pieces	5.00	30.00	2	2	2									
Sub-Total				5,830.00												
Office Supplies																
Paper, Bond, A4, S-24, 80 gsm	10	reams	289.00	2,890.00	2	2	2	2	2							
Sub-Total				2,890.00												
Grand Total				8,720.00												

Prepared by: _____

JESSE C. TULIN

Noted by: _____

EDITHA G. CAGASAN
 Unit Head/Project Leader

Funds Available: _____

MYRNA S. PANCITO
 Head, Budget Office
Date: **11/04/2020**

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