

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



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

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PPMP-2022-0817-56019

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
 CY 2023

Unit/Office/Dept/Div: **Admissions Office**
 Project Code: **Admission Office: VSU CAT Fees**
 Purpose: **Office Supplies and Equipments**

Total Budget : **200,000.00**
 Funding : **STF**
 PPMP #: **86-1-1558-2023-7-0-0**

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
Accommodation																
megabox, storage box	5	pcs	750.00	3,750.00				5								
Sub-Total				3,750.00												
Fuel & Lubricants																
Gasoline, Unleaded	50	L	85.00	4,250.00	5	5	5	5	5	10	5	10				
Sub-Total				4,250.00												
IT Supplies and Equipment																
Laptop 14" (i5)	3	unit	44,000.00	132,000.00		3										
Computer HD Webcam	2	pieces	4,000.00	8,000.00			2									
External Hard Disk Drive (Portable, 1TB), USB 3.1	1	unit	3,000.00	3,000.00	1											
Keyboard And Mouse Combo Bundle, USB powered	4	set	600.00	2,400.00		4										
Sub-Total				145,400.00												
Office Equipment																
Stand Fan, banana type 18" banana blade	2	unit	2,500.00	5,000.00	1			1								
Sub-Total				5,000.00												
Office Furniture & Fixture																
Monoblock Chair all gray or all white in color	10	pcs	500.00	5,000.00			10									
Sub-Total				5,000.00												
Office Supplies																
Paper, Bond, A4, S-24, 80 gsm	60	reams	289.00	17,340.00			60									

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
Spin Mop, w/ stainless steel wringer bucket, w/ durable & ergonomical PP plastic mop handle, 360deg. spin microfiber mop head, 180deg. flexible mop pole	1	pcs	1,500.00	1,500.00	1											
Envelope, Expanding, Plastic, Long	20	pc	54.00	1,080.00			20									
Envelope, Expanding, Plastic, Long, with Handle	20	pcs	100.00	2,000.00			20									
Sub-Total				21,920.00												
Grand Total				185,320.00												

Prepared by: IDA BLANZ L. ORAPA

Noted by: NANCY V. DUMAGUING
 Unit Head/Project Leader

Noted By: ALICIA M. FLORES
 Head, Budget Office

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