



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



85-5-618-2022-7-04

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

**PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)**

**CY 2022**

Unit/Office/Dept/Div: **University Student Services Office**  
 Project Code: **Office of the Institutional Student Programs and Services 2022 c/o ODS**

Purpose: **Office use**

Total Budget : 43,150.68  
 Funding : GF-MOOE

<b>General Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Cost</b>	<b>Estimated Budget</b>	<b>Schedule/Milestone of Activities (in quantities)</b>											
					<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>
<b>IT Supplies and Equipment</b>																
Ink, Epson, genuine (C) T664, 70 ml	2	pieces	350.00	700.00						2						
Ink, Epson, genuine (M) T664, 70 ml	2	pieces	350.00	700.00						2						
Ink, Epson, genuine, (BK) T664, 70 ml	6	pieces	350.00	2,100.00						6						
Ink, Epson, genuine, (Y) T664, 70 ml	2	pieces	350.00	700.00						2						
<b>Sub-Total</b>				<b>4,200.00</b>												
<b>Office Supplies</b>																
Paper, Bond, A4, S-24, 80 gsm	10	reams	289.00	2,890.00						10						
Paper, Bond, Short, S-24, 80 gsm	5	reams	277.00	1,385.00						5						
Alcohol, Ethyl, 70% solution, 1 gallon	3	gallons	600.00	1,800.00						3						
<b>Sub-Total</b>				<b>6,075.00</b>												
<b>Grand Total</b>				<b>10,275.00</b>												

Prepared by: MERIAM M. LUNA

Noted by: MANOLO B. LORETO

Unit Head/Project Leader

Funds Available: MYRNA S. PANCITO

Head, Budget Office

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 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,