

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



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

SCAN HERE



PPMP-2022-0901-59286

**PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)**  
**CY 2023**

Unit/Office/Dept/Div: **Office of the Dean of Students**

Project Code:

Purpose:

**ODS-OFFICE OF THE INSTITUTIONAL STUDENT PROGRAMS AND SERVICES**  
**FOR OFFICE SUPPLY USE FOR THE YEAR OF 2023**

Total Budget : 17,248.06

Funding : **GF-MOOE**

PPMP #: **186-5-1551-2023-8-0-4**

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>IT Supplies and Equipment</b>																
Ink, EPSON 003, Genuine Cyan 65mL	3	btl	350.00	1,050.00												
Ink, EPSON 003, Genuine Magenta 65mL	3	btl	350.00	1,050.00												
Ink, EPSON 003, Genuine Yellow 65mL	3	btl	350.00	1,050.00												
<b>Sub-Total</b>																
<b>Office Equipment</b>				<b>3,150.00</b>												
Desk Electric fan	1	pc	2,000.00	2,000.00												
<b>Sub-Total</b>				<b>2,000.00</b>												
<b>Office Supplies</b>																
Paper, Bond, A4, S-24, 80 gsm	10	reams	289.00	2,890.00												
Folder, Ordinary, A4	1000	pcs	7.00	7,000.00												
Pen, Permanent Marker, blue, fine tip	5	pieces	60.00	300.00												
Alcohol, Ethyl, 70% solution, 1 gallon	1	gallons	600.00	600.00												
Staple Wire, #35	10	boxes	30.00	300.00												
<b>Sub-Total</b>				<b>11,090.00</b>												
<b>Grand Total</b>				<b>16,240.00</b>												

Prepared by:

**JUNARD C. GUCELA**

Noted by:

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

Noted By:

**ALICIA M. FLORES**  
 Head, Budget Office

Date: **09/01/2022**

<> \*Funding Sources: General Fund(GF), Trust Fund(TF, Special Trust Fund(STF), IGP, Supplemental or Augmentation