

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



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

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PPMP-2024-0827-218775

## PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2024

Unit/Office/Dept/Div: **Department of Teacher Education**  
 Project Code: **DTE.0824-0825.01**  
 Purpose: **For Reaserch supplies and materials**

Total Budget : **7,000.00**  
 Funding : **IGP**  
 PPMP #: **PPMP-2024-082724-0374**

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 Black 65mL	5	btl	350.00	1,750.00	5											
Ink, EPSON 003,Genuine Cyan 65mL	1	btl	350.00	350.00	1											
Ink, EPSON 003,Genuine Magenta 65mL	1	btl	350.00	350.00	1											
Ink, EPSON 003,Genuine Yellow 65mL	1	btl	350.00	350.00	1											
<b>Sub-Total</b>				<b>2,800.00</b>												
<b>Office Supplies</b>																
Paper, Bond, A4, S-20, 70 gsm	5	reams	253.00	1,265.00	5											
Envelope, Expanding, Plastic, Long	30	pc	54.00	1,620.00	30											
Pen, Ball, blue	21	pieces	10.00	210.00	21											
<b>Sub-Total</b>				<b>3,095.00</b>												
<b>Grand Total</b>				<b>5,895.00</b>												

Prepared by:   
**MARIA PRECILLA B. GORRE**

Submitted by:   
**JOY A. BELLEN**  
 Unit Head/Project Leader

Date: **08/27/2024**

\*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