

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



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



**PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)**  
**CY 2022**

Unit/Office/Dept/Div: **Department of Liberal Arts & Behavioral Sciences**  
 Project Code: **EXT59**  
 Purpose: **To purchase office supplies and materials for the extension project**

Total Budget : **100,000.00**  
 Funding : **GF-MOOE**  
 PPMP #: **11-5-1009-2022-10-0-3**

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>																
Grammarly Premium Subscription	1	Yearly	8,700.00	8,700.00	1											
Universal HDMI to VGA Adapter Cable, at least 1.8 meters	2	unit	300.00	600.00	2											
Laptop 14" (i3)	1	unit	38,000.00	38,000.00	1											
<b>Sub-Total</b>				<b>47,300.00</b>												
<b>Office Supplies</b>																
Air Freshener, Scented Gel, at least 180g, Lemon/Orange Scent	1	pcs	200.00	200.00	1											
<b>Sub-Total</b>				<b>200.00</b>												
<b>Grand Total</b>				<b>47,500.00</b>												

Prepared by:   
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Noted by:   
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 Unit Head/Project Leader

Noted By:   
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 Head, Budget Office

Date: **12/12/2022**

<> \*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