

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



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

SCAN HERE



PPMP-2023-1004-148936

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2024

Unit/Office/Dept/Div: **University Registrar**
 Project Code: **STF - Transcript of Records**
 Purpose: **For Office Use**

Total Budget : **1,500,000.00**
 Funding : **STF**
 PPMP #: **228-1-1038-2024-7-0-3**

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
IT Supplies and Equipment																
Toner Cartridge, HP 85A CE285A, Black	50	boxes	3,500.00	175,000.00		50										
Epson 003 Ink Bottle for Epson L3150, YELLOW	15	btls	400.00	6,000.00		15										
Epson 003 Ink Bottle for Epson L3150, MAGENTA	15	btls	400.00	6,000.00		15										
Epson 003 Ink Bottle for Epson L3150, CYAN	15	btls	400.00	6,000.00		15										
Epson 003 Ink Bottle for Epson L3150, Black	15	btls	400.00	6,000.00		15										
Ink, Brother BT5000C Cyan	20	btls	500.00	10,000.00		20										
Ink, Brother BT5000M Magenta	20	btls	500.00	10,000.00		20										
Ink, Brother BT5000Y Yellow	20	btls	500.00	10,000.00		20										
Ink, Brother BTD60BK, Black	20	btls	500.00	10,000.00		20										
Desktop Computer w/ Monitor, Assembled, Core i5 12Gen, 8GB RAM, GTX 1050Ti	6	set	50,000.00	300,000.00		6										
Kyocera, Ecosys M8124CIDN Toner TK 8113 K	5	pcs	5,680.00	28,400.00		5										
Sub-Total				567,400.00												
Office Equipment																
Dry Seal, Customized Machine Engraved, Stainless Steel Material	2	unit	4,000.00	8,000.00		2										
File Cabinet, 4 Drawers, Steel, Lateral	10	unit	15,000.00	150,000.00		10										
Gaming Chair with Footrest, XL Size	10	unit	10,000.00	100,000.00		10										
Storage and Organizing Box, 120L, Plastic Resin	8	unit	1,200.00	9,600.00		8										
Sub-Total				267,600.00												
Office Supplies																

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
Paper, Bond, A4, S-24, 80 gsm	100	reams	289.00	28,900.00		100										
Paper, Bond, Long, S-24, 80 gsm	50	reams	328.00	16,400.00		50										
Sub-Total				45,300.00												
Printing Services																
Printing of Transcript of Record Form	50	reams	1,300.00	65,000.00		50										
Printing of Envelope with Approved Letterhead of the University Registrar	500	pcs	100.00	50,000.00		500										
Sub-Total				115,000.00												
toner																
Kyocera, Ecosys M8124CIDN Toner TK 8113 Y	10	pc	9,430.00	94,300.00		10										
Kyocera, Ecosys M8124CIDN Toner TK 8113 C	5	pc	9,430.00	47,150.00		5										
Kyocera, Ecosys M8124CIDN Toner TK 8113 M	5	pc	9,430.00	47,150.00		5										
Sub-Total				188,600.00												
Grand Total				1,183,900.00												

Prepared by:


HOMER LOIS P. NAPOLES

Noted by:


MARWEN A. CASTAÑEDA
Unit Head/Project Leader

Noted By:


ALICIA M. FLORES
Head, Budget Office

Date: **10/04/2023**

<> *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