

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



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

SCAN HERE



PPMP-2023-0814-137543

**PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)**  
**CY 2024**

Unit/Office/Dept/Div: **Office of the Head of the Continuing Professional Development**

Project Code: **CPD PPMP 2024**

Purpose: **Office Use**

Total Budget : **75,000.00**

Funding : **GF-MOOE**

PPMP #: **137-5-2008-2024-7-0-0**

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>																
Headset with Noise Cancelling Mic	2	unit	1,800.00	3,600.00								2				
<b>Sub-Total</b>				<b>3,600.00</b>												
<b>Office Furniture &amp; Fixture</b>																
Office chair, with arm rest	1	pc	5,000.00	5,000.00								1				
Bottom Loading Water Dispenser	1	pc	14,500.00	14,500.00								1				
<b>Sub-Total</b>				<b>19,500.00</b>												
<b>Office Supplies</b>																
Paper, Bond, A4, S-24, 80 gsm	30	reams	289.00	8,670.00								30				
Pen, Sign, .5mm, Gel-type, Blue	50	piece	35.00	1,750.00								50				
white vellum board paper	100	pack	33.00	3,300.00								100				
Certificate Jacket A4	100	pcs	40.00	4,000.00								100				
EPSON INK btl 664 black	15	btl	500.00	7,500.00								15				
Epson ink btl magenta	20	btl	400.00	8,000.00								20				
Alcohol, Ethyl, 70% solution, 500mL	10	btls	125.00	1,250.00								10				
<b>Sub-Total</b>				<b>34,470.00</b>												
<b>Grand Total</b>				<b>57,570.00</b>												

Prepared by:

**ROLDAN . OMALAY**

Noted by:

**CHRISTY M. DESADES**  
 Unit Head/Project Leader

Noted By:

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

Date: **08/14/2023**