

☒ Original PMP

☐ Revised (Changed items, same budget)

☐ Supplemental



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

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2024

Unit/Office/Dept/Div: **Information and Communication Technology Management Center**
Project Code: **MIS- 08-2024**
Purpose: **To enhance the organization and accessibility of files and documents of MIS**

Total Budget : 50,000.00
Funding : GF-MOOE
PPMP #: **PPMP-2024-080724-0339**



| 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 | | | | | | | | | | | | | | | | |
| Random Access Memory, DDR4, 2666Mhz, 8GB | 10 | pc | 1,600.00 | 16,000.00 | | | | | | | | 10 | | | | |
| Sub-Total | | | | 16,000.00 | | | | | | | | | | | | |
| Office Equipment | | | | | | | | | | | | | | | | |
| Colored printer with scanner | 1 | unit | 15,000.00 | 15,000.00 | | | | | | | | 1 | | | | |
| Sub-Total | | | | 15,000.00 | | | | | | | | | | | | |
| Office Furniture & Fixture | | | | | | | | | | | | | | | | |
| Steel Cabinet with glass Door, sliding door, (Assembled) Adjustable shelves, | 1 | pc | 12,000.00 | 12,000.00 | | | | | | | | 1 | | | | |
| Sub-Total | | | | 12,000.00 | | | | | | | | | | | | |
| Office Supplies | | | | | | | | | | | | | | | | |
| Paper Cutter, wood, A4 size | 1 | piece | 625.00 | 625.00 | | | | | | | | 1 | | | | |
| Coffee Maker | 2 | pc | 1,200.00 | 2,400.00 | | | | | | | | 2 | | | | |
| Sub-Total | | | | 3,025.00 | | | | | | | | | | | | |
| Grand Total | | | | 46,025.00 | | | | | | | | | | | | |

Prepared by:
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Submitted by:
NORMAN O. VILLAS
Unit Head/Project Leader

Date: **08/08/2024**

*Funding Sources: General Fund(GF), Trust Fund(TF, Special Trust Fund(STF), IGP, Supplemental or Augmentation
Note: Please make a separate PMP for each funding source.