

☒ Original PPMP

☐ Revised (Changed items, same budget)

☐ Supplemental



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

SCAN HERE



PPMP-2023-0905-143154

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2023

Unit/Office/Dept/Div: Learning & Development and Human Resource Accreditation Office

Project Code: LDHRAO-21-2023

Purpose: TRAINING USE 2023

Total Budget : 918,865.00

Funding : STF

PPMP #: 175-1-2395-2023-8-0-20

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
Accommodation																
Hotel Accommodation for Resource Person	7	day	1,600.00	11,200.00												7
Sub-Total				11,200.00												
Food & Food Ingredients																
Snacks PM	1900	packs	80.00	152,000.00									875	385	105	535
Snacks AM	1900	set	80.00	152,000.00									875	385	105	535
Meals - Packed Lunch	1900	pack	200.00	380,000.00									875	385	105	535
Breakfast Buffet (for RP)	6	set	250.00	1,500.00												6
Dinner Buffet (for RP)	6	set	250.00	1,500.00												6
Sub-Total				687,000.00												
Office Supplies																
Pen, Ball, blue	1430	pieces	10.00	14,300.00									605	185	105	535
Notebook, ordinary 60 leaves, 60 gsm	1430	pieces	13.00	18,590.00									605	185	105	535
Neck lanyard or ID sling (black)	1000	pc	25.00	25,000.00									270	185	105	440
ID holder	1000	pcs	45.00	45,000.00									270	185	105	440
Pen, Permanent Marker, black, fine tip	1000	pieces	60.00	60,000.00									325	135	105	435
Paper, Bond, A4, S-24, 80 gsm	10	reams	289.00	2,890.00									4	2	2	2
Paper, Laid 8 x 11 90gsm Diamond White	3	boxes	850.00	2,550.00									3			
Paper, Laid 8 x 11 90gsm Ivory	2	boxes	850.00	1,700.00									2			
Paper, Laid 8 x 13 90gsm Ivory	2	boxes	1,415.00	2,830.00									2			
Paper Laid A4, 90 gsm White	3	boxes	850.00	2,550.00									3			
ECO Pouch	1430	piece	5.00	7,150.00									605	185	105	535

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
Sticky Notes for Meta Cards	45	piece	150.00	6,750.00									15	6	5	19
Certificate Frame	25	piece	200.00	5,000.00									17	1	3	4
Lei Necklace	20	piece	200.00	4,000.00									20			
Sub-Total				198,310.00												
Trainings																
Token	20	bag	1,000.00	20,000.00									12	2	3	3
Sub-Total				20,000.00												
Grand Total				916,510.00												

Prepared by:  **ARIANNE J. CAINTIC**

Noted by:  **LUVILLA G. ALCOBOR**
Unit Head/Project Leader

Noted By:  **ALICIA M. FLORES**
Head, Budget Office

Date: **09/05/2023**

<> *Funding Sources: General Fund(GF), Trust Fund(TF, Special Trust Fund(STF), IGP, Supplemental or Augmentation
Note: Please make a separate PPNIP 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