

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



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



134-1-340-2022-11-0-1

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2022

Unit/Office/Dept/Div: **Office of the Head of Records and Archives**

Project Code: **OVPAP-2022**

Purpose: **for office and archival use**

Total Budget : **50,000.00**

Funding : **STF**

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
Office Furniture & Fixture																
Metal filing shelves, open, 4 layers	1	unit	10,000.00	10,000.00		1										
Sub-Total				10,000.00												
Office Supplies																
Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double)	100	pcs	195.00	19,500.00		100										
Sub-Total				19,500.00												
Professional Services																
Portrait on Canvas with Frames and Glass	3	piece	5,000.00	15,000.00	3											
Sub-Total				15,000.00												
Grand Total				44,500.00												

Prepared by: MARIA ROBERTA S. MIRAFLOR

Noted by: DANIEL LESLIE S. TAN
 Unit Head/Project Leader

Funds Available: ALICIA M. FLORES
 Head, Budget Office

Date: **12/24/2021**

*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