



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

SCAN HERE



PPMP-2023-0203-92282

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

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2023

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

Project Code: **OHLDHRA-3-2023**

Purpose: **Orientation on Customer Service and Work Values in the Workplace**

Total Budget : **25,760.00**

Funding : **GF-MOOE**

PPMP #: **175-5-2395-2023-1-0-3**

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
Food & Food Ingredients																
Snacks AM	66	set	80.00	5,280.00		66										
Snacks PM	66	packs	80.00	5,280.00		66										
Packed Meals for Lunch	66	packs	200.00	13,200.00		66										
Sub-Total				23,760.00												
Office Supplies and General Merchandise Products																
Folder, File, Long, 14pts, White	100	piece	10.00	1,000.00		100										
Fastener, Paper, plastic, 50 sets/box	5	boxes	38.00	190.00		5										
Pencil, Lead, #2, w/ eraser	40	pieces	10.00	400.00		40										
Pen, Ball, blue	41	pieces	10.00	410.00		41										
Sub-Total				2,000.00												
Grand Total				25,760.00												

Prepared by: **ARIANNE J. CAINTIC**

Noted by: **HONEY SOFIA V. COLIS**
Unit Head/Project Leader

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

Date: **02/03/2023**

<> *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