

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



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

SCAN HERE



PPMP-2025-0307-259386

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)  
 CY 2025

END-  
 USER/UNIT: **Office of the Vice President for Administration & Finance**

PPMP #: **PPMP-2025-030725-1004**

CHARGED TO TF

Project  
 Leader:  
 Project Code: **Admin Cost  
 (For snacks  
 and meals)**

Project, Programs and Activities(PPAs):

This PPMP is intended to allocate the remaining admin cost of the project leader to secure snacks and meals for the upcoming meeting and workshop.

Code	General Description	Quantity / Size	Estimated Budget	Mode of Procurement	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	<b>Food &amp; Food Ingredients</b>															
	Packed Meals (Lunch) Menu#7	31 pack	6,200.00	NP - Small Value Procurement				31								
	Snacks AM (#5)	55 packs	4,400.00	NP - Small Value Procurement				55								
	Snacks PM (#3)	55 packs	4,400.00	NP - Small Value Procurement				55								
	<b>Sub-Total</b>		<b>15,000.00</b>													
<b>TOTAL BUDGET:</b>			<b>15,000.00</b>													

Note: Technical Specifications for each Item/Project being proposed shall be submitted as part of the PPMP

Prepared by: \_\_\_\_\_

**JERIMI ANN B. SATUITA**

Submitted by: \_\_\_\_\_

**MOISES NEIL V. SERIÑO**  
Unit Head/Project Leader

Date: 03/07/2025

  
**NICK FREDDY R. BELLO**