



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

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2021

Unit/Office/Dept/Div: Department of Horticulture

Project Code: NCT-VVG.002-2021

Purpose: Field supplies

Total Budget : 50,000.00

Funding : GF- MOOE

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

[illegible]

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	T
Office Supplies																
Sub-Total				4,050.00												
Alcohol, Ethyl, 70% solution, 500ml	21	btl	125.00	2,625.00	21											
Folder, File, Long, 14pts, White	20	piece	10.00	200.00	20											
Folder, Sliding, Plastic, w/ binder, Long, transparent	20	pcs	10.00	200.00	20											
Folder, Ordinary, A4	20	pcs	7.00	140.00	20											
Pen, Ball, blue	26	pieces	10.00	260.00	26											
Paper, Bond, Short, S-20, 70 gsm	5	reams	245.00	1,225.00	5											
Paper, Bond, Long, S-20, 70 gsm	5	reams	286.00	1,430.00	5											
Record Book, Big, 300 pages	4	pcs	80.00	320.00	4											
Sub-Total				6,400.00												
Grand Total				50,000.00												

Prepared by: 
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Noted by: 
GLORIA E. BANCALE
Unit Head/Project Leader

Funds Available: **MYRNA S. PANCITO**
Head, Budget Office

Date: 10/16/20

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