

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



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

SCAN HERE



PPMP-2023-1026-153755

**PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)**

**CY 2023**

Unit/Office/Dept/Div: **Office of the Vice President for Research, Extension and Innovation**

Project Code: **RPO.A.III.C - Research Office**

Purpose: **Food for the *for the Training Workshop 2023* University Harmonizing Research Facilities and Equipment Event *Jim***

Total Budget : **1,839,395.76**

Funding : **GF-MOOE**

PPMP #: **152-5-2011-2023-7-0-14**

| 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 |
| <b>Food &amp; Food Ingredients</b>                    |          |              |           |                   |  |     |     |     |     |     |     |     |     |     |     |     |
| Packed Meals for Breakfast (#1)                       | 100      | packs        | 200.00    | 20,000.00         | 100  |     |     |     |     |     |     |     |     |     |     |     |
| Packed Meals for Breakfast (#2)                       | 100      | packs        | 200.00    | 20,000.00         | 100  |     |     |     |     |     |     |     |     |     |     |     |
| Packed Meals for Breakfast (#3)                       | 100      | packs        | 200.00    | 20,000.00         | 100  |     |     |     |     |     |     |     |     |     |     |     |
| AM Snacks   | 300      | set          | 50.00     | 15,000.00         | 300  |     |     |     |     |     |     |     |     |     |     |     |
| Lunch (Buffet Style) Menu#1                           | 100      | person       | 200.00    | 20,000.00         | 100  |     |     |     |     |     |     |     |     |     |     |     |
| Lunch (Buffet Style) Menu#2                           | 100      | pcs          | 250.00    | 25,000.00         | 100  |     |     |     |     |     |     |     |     |     |     |     |
| Lunch (Buffet Style) Menu#3                           | 100      | person       | 250.00    | 25,000.00         | 100  |     |     |     |     |     |     |     |     |     |     |     |
| PM Snacks   | 200      | set          | 50.00     | 10,000.00         | 200  |     |     |     |     |     |     |     |     |     |     |     |
| Meals Dinner (Buffet Style) Menu#1                    | 100      | person       | 360.00    | 36,000.00         | 100  |     |     |     |     |     |     |     |     |     |     |     |
| Meals Dinner (Buffet style) Menu#2                    | 100      | packs        | 250.00    | 25,000.00         | 100  |     |     |     |     |     |     |     |     |     |     |     |
| <b>Sub-Total</b>                                      |          |              |           | <b>216,000.00</b> |  |     |     |     |     |     |     |     |     |     |     |     |
| <b>Office Supplies</b>                                |          |              |           |                   |  |     |     |     |     |     |     |     |     |     |     |     |
| ID Sling, Green Color                                 | 100      | pc           | 40.00     | 4,000.00          | 100  |     |     |     |     |     |     |     |     |     |     |     |
| Memo Notebooks, 80 leaves                             | 100      | pieces       | 40.00     | 4,000.00          | 100  |     |     |     |     |     |     |     |     |     |     |     |
| Ballpen 50 Pieces, Blue                               | 100      | box of 50's  | 500.00    | 50,000.00         | 100  |     |     |     |     |     |     |     |     |     |     |     |
| Envelope, Expanding, with garter tie, green, long     | 100      | pc           | 20.00     | 2,000.00          | 100  |     |     |     |     |     |     |     |     |     |     |     |
| Vellum Board, Canary, A4, 220 GSM, 10 sheets per pack | 10       | pack of 10's | 60.00     | 600.00            | 10   |     |     |     |     |     |     |     |     |     |     |     |
| ID Jacket, ziplocked, size 4R                         | 100      | pc           | 35.00     | 3,500.00          | 100  |     |     |     |     |     |     |     |     |     |     |     |
| Laminating Film, A4, 100 shts/box, 250 microns        | 1        | boxes        | 1,430.00  | 1,430.00          | 1  |     |     |     |     |     |     |     |     |     |     |     |

| 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 |
| <b>Sub-Total</b>    |          |      |           | <b>65,530.00</b>  |  |     |     |     |     |     |     |     |     |     |     |     |
|                     |          |      |           |                   |  |     |     |     |     |     |     |     |     |     |     |     |
| <b>Grand Total</b>  |          |      |           | <b>281,530.00</b> |  |     |     |     |     |     |     |     |     |     |     |     |

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

**EVANGELINE B. TAPAYAN**

Noted by: \_\_\_\_\_

**ROSA OPHELIA D. VELARDE**

Unit Head/Project Leader

Noted By: \_\_\_\_\_

**ALICIA M. FLORES**

Head, Budget Office

Date: **10/27/2023**

<> \*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