

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



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

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2024

Unit/Office/Dep't/Div: **Dean of Students Office**
Project Code: **SIWSO-24(Workshop on Revision of Students Handbook)**
Purpose: **Workshop on Revision of Students Handbook**

Total Budget : **120,000.00**
Funding : **STF**
PPMP #: **246-1-1551-2024-0-0-25**

SCAN HERE



PPMP-2024-0115-169736

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	100	set	80.00	8,000.00			100									
Snacks PM	100	packs	80.00	8,000.00			100									
Packed Meals (Lunch) Menu#1	100	pack	200.00	20,000.00			100									
Sub-Total				36,000.00												
IT Supplies and Equipment																
Epson 001 Ink, Black, 127ml, Genuine	2	btl's	600.00	1,200.00			2									
Sub-Total				1,200.00												
Office Supplies																
Paper, Bond, A4, S-24, 80 gsm	20	reams	289.00	5,780.00			20									
Sub-Total				5,780.00												
Grand Total				42,980.00												

Prepared by: JUNARD Z. GUCELA

Noted by: CHONA A. BRIT
Unit Head/Project Leader

Noted By: ALICIA M. FLORES
Head, Budget Office

Date: 01/15/2024

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

Subject to availability of funds upon Purchase Request (PR)