| ☑ Origina | al PPMP                         |
|-----------|---------------------------------|
| Revise    | ed (Changed items, same budget) |
| Supple    | emental                         |
|           |                                 |





## PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2022

Unit/Office/Dept/Div: Office of the Graduate School

Project Code:

VSU-IP-2021-8a (Component a)

Purpose:

Office Equipment

Total Budget : 17,698.00

Funding: GF-MOOE

PPMP #: 83-5-1774-2022-4-0-8

| General Description                  | Quantity | Unit  | Unit Cost | Estimated<br>Budget |     | Schedule/Milestone of Activities (in quantities) |     |     |     |     |     |     |     |     |     |     |  |
|--------------------------------------|----------|-------|-----------|---------------------|-----|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|--|
|                                      |          |       |           |                     | Jan | Feb  | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |  |
| Office Furniture & Fixture           |          |       |           |                     |     |  |     |     |     |     |     |     |     |     |     |     |  |
| Steel Cabinet, 4 drawers, Dark Green | _11      | pcs   | 8,500.00  | 8,500.00            |     |  |     |     |     | 1   |     |     |     |     |     |     |  |
| Office chair, with arm rest          | 1        | рс    | 5,000.00  | 5,000.00            |     |  |     |     |     | 1   |     |     |     |     |     |     |  |
| Sub-Total                            |          |       |           | 13,500.00           |     |  |     |     |     |     |     |     |     |     |     |     |  |
| Office Supplies                      |          | -     |           |                     |     |  |     |     |     |     |     |     |     |     |     |     |  |
| Paper, Bond, A4, S-24, 80 gsm        | 10       | reams | 289.00    | 2,890.00            |     |  |     |     |     | 10  |     |     |     |     |     |     |  |
| Sub-Total                            |          |       |           | 2,890.00            |     |  |     |     |     |     |     |     |     |     |     |     |  |
| Grand Total                          |          |       |           | 16,390.00           |     |  |     |     |     |     |     |     |     |     | -   |     |  |

Prepared by:

ANALYN C. REGINA

Noted by:

ANABELLA B. TULIN

Unit Head/Project Leader

Noted By:

ALICIA M. FLORES

Head, Budget Office

Date: 05/30/2022

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

<sup>\*</sup>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.