



26-6-1232-2021-8-0-0



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

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2021

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

Unit/Office/Dept/Div: **Institute of Tropical Ecology & Envi. Mgmt.**Project Code: **ITEEM - A.III.a**Purpose: **for office use**Total Budget : **20,017.24**Funding : **GF- MOOE**

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	Dec
Office Supplies																
Folder, File, Short, 14pts, White	30	piece	8.00	240.00	15	15										
Paper, Mimeo, WW, A4, S-20	6	ream	220.00	1,320.00	6											
Paper, Bond, A4, S-24, 80 gsm	50	reams	289.00	14,450.00	25	25										
Paper, Bond, Long, S-20, 70 gsm	10	reams	286.00	2,860.00	10											
Alchol, Isopropyl, 70% solution, 500mL, pump type	4	btls	250.00	1,000.00	4											
Sub-Total				19,870.00												
Grand Total				19,870.00												

Prepared by:
CECILIO M. BENITEZNoted by:
ELIZA D. ESPINOSA
Unit Head/Project LeaderFunds Available:
MYRNA S. PANCITO
Head, Budget OfficeDate: **09/23/2020**

*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