



101-1-nulr-2021-0-1



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

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

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2021

Unit/Office/Dept/Div: Registrar's Office

Project Code: STF-GRADUATION AND DIPLOMA FEE

Total Budget: 732,000.00  
Funding: STF

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>Computer Supplies</b>																
Computer Server (File Server/ Network Attached Storage)	1	unit	150,000.00	150,000.00		1										
Printer, Continuous, ink system, 3-in-1 (print, scan, copy)	5	unit	8,500.00	42,500.00		5										
<b>Sub-Total</b>				<b>192,500.00</b>												
<b>Fuel and Lubricants</b>																
Fuel for service vehicle for graduation	7	unit	3,500.00	24,500.00						7						
<b>Sub-Total</b>				<b>24,500.00</b>												
<b>Office Supplies and Materials</b>																
Notarial Seal, gold, #24 2-2/18, stick rite, 40 pcs/pad	50	pad	50.00	2,500.00							50					
Printing of Diploma Cover for VSU External graduates with address	2000	pcs	110.00	220,000.00							2000					
Printing of Diploma Form	2000	pcs	20.00	40,000.00							2000					
<b>Sub-Total</b>				<b>262,500.00</b>												
<b>Grand Total</b>				<b>479,500.00</b>												

Prepared by: ARNULFO T. GALENZOGA

Noted by: MARWEN A. CASTAÑEDA

Unit Head/Project Leader

Funds Available: MYRNA S. PANCITO

Head, Budget Office

Date: 07/30/2020

\*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