

- ☒ 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 2023

Unit/Office/Dept/Div: **OFFICE OF THE UNIVERSITY REGISTRAR**
 Project Code: **STF--Graduation & diploma fee**
 Purpose: **For office use**

Total Budget : **700,000.00**
 Funding : **STF**
 PPMP #: **101-1-222-2023-5-0-2**



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
IT Supplies and Equipment																
Toner cartridge for HP Laserjet 107a , (W1107A)	10	pcs	5,000.00	50,000.00		10										
Window speaker intercom system	3	pcs	3,300.00	9,900.00		3										
Kyocera, Ecosys M8124CIDN Toner TK 8113 K	2	pcs	5,680.00	11,360.00	2											
Sub-Total																
Office Supplies																
Paper, Bond, A4, S-24, 80 gsm	50	reams	289.00	14,450.00		50										
Paper, Bond, A4, S-20, 70 gsm	50	reams	253.00	12,650.00		50										
Paper, Bond, Long, S-24, 80 gsm	50	reams	328.00	16,400.00		50										
Sub-Total																
Printing Services																
Medals, small gold plated with VSU seal & with engraving with 1.5 diameter and 31" long ribbon, wit	200	pcs	250.00	50,000.00		200										
Medals, big gold plated with VSU seal & with engraving with 2" diameter and 31" long ribbon, with r	50	pcs	350.00	17,500.00		50										
Printing of Diploma form	3000	pcs	27.00	81,000.00	3000											
Printing of diploma cover for VSU external graduates without address	1330	pcs	110.00	146,300.00	1330											
Sub-Total																
toner																
Kyocera, Ecosys M8124CIDN Toner TK 8113 Y	2	pc	9,430.00	18,860.00	2											
Kyocera, Ecosys M8124CIDN Toner TK 8113 C	1	pc	9,430.00	9,430.00	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
Kyocera. Ecosys M8124CIDN Toner TK 8113 M	1	pc	9,430.00	9,430.00	1											
Sub-Total				37,720.00												
Grand Total				447,280.00												

Prepared by: ARMER VOLP. MPOUES

Noted by: MARWEN A. CASTAÑEDA
Unit Head/Project Leader

Noted By: ALICIA M. FLORES
Head, Budget Office

Date: 08/26/2022

<> *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