

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



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

SCAN HERE



SUPP-2023-0809-136654

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2023

Unit/Office/Dept/Div: **Department of Agronomy**
 Project Code: **A.III.a**
 Purpose: **Office Supplies**

Total Budget : **35,000.00**
 Funding : **GF-MOOE**
 PPMP #: **3-5-1546-2023-7-0-1**

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
Office Supplies																
Paper, Bond, A4, S-20, 70 gsm	50	reams	253.00	12,650.00										50		
Paper, Bond, A4, S-24, 80 gsm	5	reams	289.00	1,445.00										5		
Puncher, 2 holes, heavy duty	2	pieces	315.00	630.00										2		
Puncher, plier-type	1	pc	380.00	380.00										1		
Folder, File, Long, 14pts, White	30	piece	10.00	300.00										30		
Sign pen, Fine Tech, 0.3mm. blue	50	pieces	30.00	1,500.00										50		
Gel Ink Sign Pen 0.5, red	50	pcs	25.00	1,250.00										50		
Ruler, Plastic, 12"	10	pieces	15.00	150.00										10		
Ink, Refill, for Whiteboard Marker, Black, 30mL	1	btls	165.00	165.00										1		
Sub-Total				18,470.00												
Grand Total				18,470.00												

Prepared by:
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Noted by:
RUTH O. ESCASINAS
 Unit Head/Project Leader

Noted By:
ALICIA M. FLORES
 Head, Budget Office

Date: **08/09/2023**

<> *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