

SCAN HERE



PR-2024-0722-211636



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

PURCHASE REQUEST

PPMP No. : **PPMP-2024-070824-0246**Dept./Office: **EO**PR No.: **STF-2024-07-01408**Date: **07-22-2024**Section/End-User: **Marianne Joyce L. De Caiman**Category: **Trainings**Funding Source: **Special Trust Fund**Project Title/Code: **Extension Workshop Package**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Meals for Extension Workshop Package	day	1	55,000.00	ANTONIO P. ABAMO	55,000.00

Specification:

Extension Workshop Package : 30 pax (attendees)

- Breakfast (Day 1 & Day 2)
 - Rice, Coffee/Milo, Daing, Longganisa, egg
- Snacks AM (Day 1 & Day 2)
 - Empanada & Cucumber Juice
 - Egg Pie/ Biko or Puto & C2
- Lunch Meal (Day 1 & Day 2)
 - Fresh Lumpia, Mixed Seafoods, Fried Chicken, Mango Float, Rice & Softdrinks/Fruit Juice
 - Caesar Salad, Pork Steak, Chicken Strips, Brownies, Rice & 30 pax (attendees)
- Snacks PM (Day 1)
 - Calzone and Softdrinks/Fruit Juice
- Dinner (Day 1)
 - Watermelon, Pineapple, Lasagna, Grilled Tuna, Pork Sinigang, Fried Chicken, Rice & Softdrinks/Fruit Juice
- Venue Budget (15,000) , *Accommodation + CONERGE* Proposed Date to conduct: August 15&16, 2024
- Outside VSU

	TOTAL					55,000.00
--	--------------	--	--	--	--	------------------

Purpose: 2-Day activity for Extension Workshop package for Pre-Planning Assessment of Farmer & Fisherfolks' Day and UGMAD S

Checked by: JULIUS B. CERNA 7/25/24 TWG - Trainings		Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature:	Prepared by: MARIANNE JOYCE L. DE CAIMAN	Noted by: ANTONIO P. ABAMO UNIT HEAD, PROJECT LEADER	Approved by: PROSE V. G. YEPES PRESIDENT, VSU 7/22/24

☒ Original PPMP

☐ Revised (Changed items, same budget)

☐ Supplemental



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

SCAN HERE



PPMP-2024-0711-209863

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2024

Unit/Office/Dept/Div: **Extension Office**

Project Code: **Extension Workshop Package**

Purpose: **Pre-Assessment of Farmer & Fisherfolks Day & UGMAD Search (2025)**

Total Budget : **55,000.00**

Funding : **STF**

PPMP #: **PPMP-2024-070824-0246**

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
Food & Food Ingredients																
Meals for Extension Workshop Package	1	day	55,000.00	55,000.00								1				
Sub-Total				55,000.00												
Grand Total				55,000.00												

Prepared by:

MARIANNE JOYCE L. DE CAIMAN

Submitted by:

ANTONIO P. ABAMO
Unit Head/Project Leader

Date: **07/11/2024**

*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