

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



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



PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2025

END-USER/UNIT: **Department of Business and Management**

CHARGED TO **GF-MOOE**

Project, Programs and Activities(PPAs):

Office supplies

PPMP #: **PPMP-2025-092524-0521**

Project Code: **DBM GAA 2025**

Code	General Description	Quantity / Size	Estimated Budget	Mode of Procurement	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	Accommodation															
	Hotel Accommodation_VSU TBI Trainings/Bootcamp/Workshop/MandE	25 day	37,500.00	NP - Small Value Procurement	2	2	2	2	2	2	2	2	2	2	2	3
	Board & Lodging (2days)	4 day	6,000.00	NP - Small Value Procurement	1	1	1	1								
	ACCOMMODATION FOR TRAINING WORKSHOP 2025	1 lot	5,500.00	NP - Small Value Procurement											1	
	Sub-Total		49,000.00													
	Fuel & Lubricants															
	Diesel Fuel	140 L	9,800.00	NP - Direct Retail Purchase (Section 53.14)	10	10	10	10	10	10	20	10	20	10	10	10
	Sub-Total		9,800.00													
	Office Equipment															
	LCD Projector (XGA), 3LCD Technology	1 unit	30,000.00	Public Bidding	1											
	All-in-One Ink Tank Printer Wi-Fi Duplex with ADF	1 unit	21,000.00	Public Bidding	1											
	Presentation Clicker/Pointer	5 pcs	8,500.00	Public Bidding	1	2	2									

Code	General Description	Quantity / Size	Estimated Budget	Mode of Procurement	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	Sub-Total		59,500.00													
	Office Equipment and Appliances															
	Portable speaker with powerful 100W sound, built-in dynamic light show, and splash proof design.	1 unit	25,000.00	Public Bidding	1											
	Sub-Total		25,000.00													
	Office Supplies															
	Paper, Bond, Long, S-20, 70 gsm	30 reams	8,580.00	NP - Small Value Procurement	10	10	10									
	Pen, Whiteboard Marker, black	35 pieces	1,750.00	NP - Small Value Procurement	10	15	10									
	Pen, Whiteboard Marker, red	30 pieces	1,500.00	Public Bidding	10	10	10									
	Pen, Whiteboard Marker, blue,	35 pieces	1,750.00	Public Bidding	10	15	10									
	Pen, Sign, .5mm, Gel-type, Blue	100 piece	3,500.00	Public Bidding	30	30	40									
	Pen, Sign, .5mm, Gel-type, Red	100 piece	3,500.00	Public Bidding	20	40	40									
	Extension Cord Set with individual Switch 6-gang female plug	5 pc	4,245.00	Public Bidding	1	2	2									
	Paper, Bond, A4, S-20, 70 gsm	150 reams	37,950.00	Public Bidding	50	50	27							23		
	A4 Photo Paper	3 packs	450.00	Public Bidding											3	
	Record Book, Big, 300 pages	3 pcs	465.00	Public Bidding											3	
	Sub-Total		63,690.00													
	Transportation															
	Boat Ticket (Baybay-Cebu) & Plane Ticket Local (Cebu-Manila)	3 unit	21,000.00	NP - Direct Retail Purchase (Section 53.14)	1	1	1									
	Sub-Total		21,000.00													
	TOTAL BUDGET:		227,990.00													

Note: Technical Specifications for each Item/Project being proposed shall be submitted as part of the PPMP

Prepared by:


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Submitted by:


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Date: 10/16/2024