

- ☒ 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 Soil Science**

PPMP #: **PPMP-2025-092524-0475**

CHARGED TO GF-MOOE-T2

Project, Programs and Activities (PPAs):

1. Future-proofing of curricular programs (Comprehensive review and upgrading of graduate programs harmonized with appropriate PQF level competencies)
2. Development of instructional materials integrating 4IE technologies and Education 5.0, where gender and development issues and university core values are mainstreamed.
3. Local and international accreditation of academic programs (ISO, AACUP, COPC for PhD Program)

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
	Food & Food Ingredients															
	Lunch Buffet Style	24 person	6,000.00	Direct Contracting	24											
	Snacks AM	24 set	1,920.00	Direct Contracting	24											
	Snacks PM	24 packs	1,920.00	Direct Contracting	24											
	Sub-Total		9,840.00													
	Fuel & Lubricants															
	Fuel, Diesel	50 L	3,700.00	Direct Contracting	50											
	Fuel, Gasoline	50 L	3,700.00	Direct Contracting	50											
	Sub-Total		7,400.00													
	Hardware															
	Bulb, LED, 20 Watts	10 pc	4,000.00	Shopping - A	10											
	Sub-Total		4,000.00													

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
	IT Supplies and Equipment															
	Ink, Epson 003,Genuine Black 65mL	10 btl	3,500.00	Shopping - A	10											
	Ink, EPSON 003,Genuine Cyan 65mL	10 btl	3,500.00	Shopping - A	10											
	Ink, EPSON 003,Genuine Magenta 65mL	10 btl	3,500.00	Shopping - A	10											
	Ink, EPSON 003,Genuine Yellow 65mL	10 btl	3,500.00	Shopping - A	10											
	Printer, Tank Ink System, 3 in 1 (Print, Scan, Copy)	2 unit	22,000.00	Shopping - A	2											
	Sub-Total		36,000.00													
	Office Equipment															
	Electric fan	15 pc	37,500.00	Shopping - A	15											
	Ceiling fan	10 pc	25,000.00	Shopping - A	10											
	Sub-Total		62,500.00													
	Office Furniture & Fixture															
	Lounge Sofa set with center table	1 set	16,400.00	Direct Contracting	1											
	Sub-Total		16,400.00													
	Office Supplies															
	Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	20 pack	3,200.00	Shopping - A	20											
	Paper, Bond, A4, S-24, 80 gsm	100 reams	28,900.00	Shopping - A	100											
	Paper, Bond, Long, S-24, 80 gsm	50 reams	16,400.00	Shopping - A	50											
	Certificate Holder (A4)	30 pcs	1,950.00	Shopping - A	30											
	Folder, File, Long, 14pts, White	100 piece	1,000.00	Shopping - A	100											
	Envelope, Mailing, white, long, 500pcs/box	1 boxes	525.00	Shopping - A	1											
	Glue, Multi-Purpose, White, at least 130g (118mL)	5 btls	390.00	Shopping - A	5											
	Index Tab, transparent, self-adhesive, transparent, 5sets/box	5 boxes	450.00	Shopping - A	5											
	Tape, Double Sided, 3/4" x 10m	20 rolls	520.00	Shopping - A	20											
	Tape, Masking, 1" x 25 yards	10 rolls	480.00	Shopping - A	10											
	Paper Clips Small Vinyl (50mm)	2 Box of 100's	80.00	Shopping - A	2											
	A4 Matte Photo Paper	10 packs	700.00	Shopping - A	10											
	Pencil, Lead, #2, w/ eraser	50 pieces	500.00	Shopping - A	50											
	Staple Wire, #10	50 boxes	1,000.00	Shopping - A	50											
	Staple Wire, #35	50 boxes	1,750.00	Shopping - A	50											
	Stapler, HD No.35	2 pc	800.00	Shopping - A	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
	Magnetic White Board with stand	2 pc	14,000.00	Shopping - A	2											
	Pen, Whiteboard Marker, blue,	10 pieces	500.00	Shopping - A	10											
	Data filer A4 Size	20 pcs	5,000.00	Shopping - A	20											
	Envelope, Document, Brown, 150 lbs, Long	30 pc	210.00	Shopping - A	30											
	Envelope, Document, Brown, 150 lbs, Short	30 pc	150.00	Shopping - A	30											
	Stapler, HD-# 10	5 pieces	600.00	Shopping - A	5											
	Ink, Refill, for Whiteboard Marker, Blue, 30mL	5 btls	825.00	Shopping - A	5											
	Paper, Specialty 200gsm 8-1/2x11, 10s, Cream	10 packs	450.00	Shopping - A	10											
	Gel Ink Sign Pen 0.5, blue	50 pcs	1,500.00	Shopping - A	50											
	Gel Ink Sign Pen 0.5, red	50 pcs	1,500.00	Shopping - A	50											
	Ready-Made Curtain (RMC), Cream color	20 pc	9,000.00	Shopping - A	20											
	Dust pan, plastic, stand-up handle, small	5 pc	375.00	Shopping - A	5											
	Broom, Soft (Tambo), Large, Heavy Duty	5 pcs	1,250.00	Shopping - A	5											
	Tissue, Bathroom, 2 Ply, 12rolls/pack	4 pack	816.00	Shopping - A	4											
	Sub-Total		94,821.00													
TOTAL BUDGET:			230,961.00													

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

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Date: 09/25/2024

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