



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

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

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PPMP-2024-0212-177781

INDICATIVE PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2025

Unit/Office/Dept/Div: Department of Statistics
Project Code: DStat-2025-Indicative
Purpose: For 2025

Total Budget : 300,000.00
Funding : GF-MOOE
PPMP #: 44-5-2787-2024-1-0-2

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
Food & Food Ingredients																
Snacks AM	150	set	80.00	12,000.00			60							90		
Snacks PM	150	packs	80.00	12,000.00			60							90		
Meals Dinner (Buffet style) Menu#2	80	packs	250.00	20,000.00		80										
Sub-Total				44,000.00												
Fuel & Lubricants																
Gasoline, (Unleaded)	120	L	85.00	10,200.00		120										
Sub-Total				10,200.00												
IT Supplies and Equipment																
FujiXerox DocuCentre S2110 TONER	2	piece	2,500.00	5,000.00	1			1								
Ink, Epson 003, Genuine Black 65mL	10	btl	350.00	3,500.00	3			3			2			2		
Ink, EPSON 003, Genuine Cyan 65mL	3	btl	350.00	1,050.00	3											
Ink, EPSON 003, Genuine Yellow 65mL	3	btl	350.00	1,050.00	3											
Ink, EPSON 003, Genuine Magenta 65mL	3	btl	350.00	1,050.00	3											
Sub-Total				11,650.00												
Office Furniture & Fixture																
White Board, 100x150cm	1	piece	4,515.00	4,515.00	1											
Sub-Total				4,515.00												
Office Supplies																
Alcohol, Ethyl, 70% solution, 1 gallon	12	gallons	600.00	7,200.00	1	1	1	1	1	1	1	1	1	1	1	1
Paper, Book, A4 size, 80 gsm	60	reams	285.00	17,100.00	5	5	5	5	5	5	5	5	5	5	5	5
A4 Matte Photo Paper	4	packs	70.00	280.00	1			1			1			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
Tape, Double Sided, 1" x 10m	10	rolls	45.00	450.00	3		1		2		1		2	1		
Tissue, Bathroom, 2 Ply, 12rolls/pack	9	pack	204.00	1,836.00	3			2			2			2		
Folder, File, Long, 14pts, White	30	piece	10.00	300.00	3	3	2	3	3	2	3	2	2	3	2	2
Folder, Ordinary, A4	100	pcs	7.00	700.00	10	9	9	10	9	9	10	6	6	10	6	6
Scissors, 8" heavy duty, good quality	2	pieces	75.00	150.00	1						1					
Pen, Ball, blue	40	pieces	10.00	400.00	4	3	3	4	3	3	4	3	3	4	3	3
Masking Tape, 1"	2	rolls	60.00	120.00	1						1					
Tape, Transparent, 24mm x 50m	6	rolls	120.00	720.00	1		1		1		1		1		1	
Datafiler	6	pc	250.00	1,500.00	6											
Bleach, Liquid, 99.9% Antibacterial, Disinfectant, at least 3785 mL	4	gallon	300.00	1,200.00	1			1			1			1		
Disinfectant Spray, 340g	8	can	465.00	3,720.00	1	1	1	1	1	1	1		1		1	
Broom, Soft (Tambo), Large, Heavy Duty	4	pcs	250.00	1,000.00	1			1			1			1		
Record Book, Big, 300 pages	4	pcs	150.00	600.00	1			1			1			1		
Binder Clip, 2-inch, 12 pcs/box	15	boxes	100.00	1,500.00	2	2	2	1	1	1	1	1	1	1	1	1
Pen, Whiteboard Marker, black	50	pieces	50.00	2,500.00	5	5	3	5	5	3	5	5	3	5	3	3
Ink, Refill, for Whiteboard Marker, Black, 30mL	10	btls	165.00	1,650.00	1	1	1	1	1	1	1	1	1	1		
Plaque, Customized	4	pieces	1,500.00	6,000.00		4										
Pen, Ball, red	10	pieces	10.00	100.00	2		2		2			2		2		
Stapler, HD No.35	2	pc	400.00	800.00	2											
Sub-Total				49,826.00												
Printing Services																
Tarpaulin printing	200	sq. ft	30.00	6,000.00		200										
Sub-Total				6,000.00												
Trainings																
RDE Hall Rental	80	hour	1,000.00	80,000.00		80										
Token	4	bag	1,000.00	4,000.00		4										
Paper, Special (for Certificates)	20	pack	350.00	7,000.00		20										
Accommodation (Queen Size), ITP Workshop	14	day	1,000.00	14,000.00		14										
Accommodation (King Size), ITP Workshop	28	day	1,100.00	30,800.00		28										
Stage Decoration	4	lot	3,000.00	12,000.00		4										
Sub-Total				147,800.00												

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
Grand Total				273,991.00												



Prepared by:

MOLLEY VENICE . NUÑEZ



Submitted by:

PAULO G. BATIDOR

Unit Head/Project Leader

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Date: 02/13/2024

*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