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

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

SCAN HERE
PPMP-2024-0925-225034

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2025

END-USER/UNIT: **NSTP Office**
CHARGED TO **STF**
Project, Programs and Activities(PPAs):
supplies,equipment and training needed for CWTS Office

PPMP #: **PPMP-2025-092524-0497**

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															
	Accomodation	2 unit	2,400.00	NP - Small Value Procurement					2							
	Sub-Total		**2,400.00**													
	Food & Food Ingredients															
	Lunch (Buffet Style) Menu#1	60 person	12,000.00	NP - Small Value Procurement				60								
	Snacks AM	30 set	2,400.00	NP - Small Value Procurement				30								
	Snacks PM	30 packs	2,400.00	NP - Small Value Procurement				30								
	Sub-Total		**16,800.00**													
	Fuel & Lubricants															
	Diesel Fuel	50 L	3,500.00	Public Bidding				50								
	Sub-Total		**3,500.00**													
	IT Supplies and Equipment															
	Computer Printer 3-in-1	1 unit	12,500.00	Public Bidding	1											

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
	Ink, Epson 003,Genuine Black 65mL	15 btl	5,250.00	Public Bidding	15											
	Ink, EPSON 003,Genuine Cyan 65mL	10 btl	3,500.00	Public Bidding	10											
	Ink, EPSON 003,Genuine Magenta 65mL	10 btl	3,500.00	Public Bidding	10											
	Ink, EPSON 003,Genuine Yellow 65mL	10 btl	3,500.00	Public Bidding	10											
	Sub-Total		**28,250.00**													
	Office Supplies															
	Paper, Bond, A4, S-24, 80 gsm	35 reams	10,115.00	NP - Agency to Agency	35											
	Pen, Sign, .5mm, Gel-type, Blue	10 piece	350.00	NP - Agency to Agency	10											
	Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Single)	5 pcs	1,000.00	NP - Agency to Agency	5											
	Pen, Highlighter, orange	5 pieces	230.00	NP - Agency to Agency	5											
	Paper, Specialty 200gsm 8-1/2x11, 10s, Cream	200 packs	9,000.00	NP - Agency to Agency	200											
	Stapler, HD No.35	1 pc	400.00	NP - Agency to Agency	1											
	Staple Wire, #35	2 boxes	70.00	NP - Agency to Agency	2											
	Pen, Permanent Marker, black, fine tip	5 pieces	300.00	NP - Agency to Agency	5											
	Pen, Permanent Marker, blue, fine tip	5 pieces	300.00	NP - Agency to Agency	5											
	Sub-Total		**21,765.00**													
	Trainings															
	Airplane Ticket	1 person	4,674.00	NP - Direct Retail Purchase (Section 53.14)					1							
	Token	2 bag	2,000.00	NP - Direct Retail Purchase (Section 53.14)					2							
	Sub-Total		**6,674.00**													
	Transportation															

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
	Travel Local (Transportation)	1 person	20,000.00	NP - Direct RetailPurchase (Section 53.14)					1							
	Sub-Total		**20,000.00**													
TOTAL BUDGET:			**99,389.00**													

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

Prepared by: ____________________
MARLON V. DAMPIOS

Submitted by: ____________________
LOREGIN S. PUGOSA
Unit Head/Project Leader

RECEIVED
30 SEP 2024
ALICIA M. FLORES

Date: **09/27/2024**