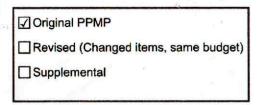
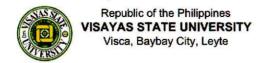
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PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) CY 2025

END-USER/UNIT: Department of Civil Engineering

PPMP #: PPMP-2025-092524-0550

CHARGED TO GF-MOOE

Project, Programs and Activities(PPAs):

- 1. Benchmarking activity for improvement of curriculum, facilities and laboratories
 - 2. Attendance and participation to IM writeshop
 - 3. Preparation of documents for AACCUP Level III Accreditation
- 4. Conduct in-house workshop/seminar for reskilling and upskilling of faculty members

- 5. Recognition of CELE passers
- 6. Conduct of Civil Engineering Student Research Collogium
- 7. Attendance and participation to relevant national/regional/local meetings (e.g. academic linkages, consultations, etc.)
- 8. Preparation of office correspondence, monthly reports, minutes of meetings, etc.
- 9. Conduct of regular and special meetings
- 10. Provision of tools and materials for effective housekeeping

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																	
	Venue rental to be used for the activity	20 hour	30,000.00	NP - Small Value Procurement				6	8						6			
7	Sub-Total		30,000.00															
	Food & Food Ingredients				committee on a con-										100000000000000000000000000000000000000			

Code	Compared Description	Quantity / Size	Estimated	Mode of													
Code	General Description		Budget	Procurement	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	Snacks for regular/emergency/special meeting	14 packs	14,000.00	NP - Small Value Procurement							14						
	Food for the participants in recognition for the CELE passers	100 person	25,000.00	NP - Small Value Procurement				50							50		
	Sub-Total		39,000.00	-													
	IT Supplies and Equipment	WILLIAM															
	Ink, EPSON 003,Genuine Cyan 65mL	10 btl	3,500.00	Public Bidding							10						
	Ink, Epson 003,Genuine Black 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						
	Ink, Epson 001 Cyan, Magenta, Yellow and Black (C,Y,M,K) set for L6170	2 set	3,200.00	Public Bidding							2						
	Ink, Epson, genuine, (BK) T664, 70 ml	10 pieces	3,500.00	Public Bidding							10						
	Ink, Epson, genuine (C) T664, 70 ml	10 pieces	3,500.00	Public Bidding							10						
	Ink, Epson, genuine (M) T664, 70 ml	10 pieces	3,500.00	Public Bidding							10						
	Ink, Epson, genuine, (Y) T664, 70 ml	10 pieces	3,500.00	Public Bidding							10						
	Sub-Total		31,200.00														
	Office Equipment																
	15 inch 500W Powered Portable Trolley Speaker With 2 Wireless Microphone	1 unit	15,000.00	Public Bidding							1						
	Sub-Total		15,000.00														
	Office Supplies																
	Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	5 pack	1,200.00	Public Bidding							5						
	Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	5 pack	800.00	Public Bidding							5						
	Paper, Bond, A4, S-24, 80 gsm	70 reams	20,230.00	Public Bidding							70						
	Paper, Bond, Long, S-24, 80 gsm	20 reams	6,560.00	Public Bidding							20						
	Paper, Photo, Waterproof Glossy Inkjet , A4, 230 GSM No Backprint, 20 shts/pack	3 pack	285.00	Public Bidding							3						
	white vellum board paper	3 pack	150.00	Public Bidding							3						
	Paper, Specialty 200gsm, A4, white	2 pack	120.00	Public Bidding		21					2						
	Paper, Specialty 200gsm 8-1/2x11,10s, Nashville	3 packs	114.00	Public Bidding							3				je se ve me		
	Envelope, Document, Brown, 150 lbs, Long	20 pc	140.00	Public Bidding							20						

C	General Description	Quantity /	Estimated	Mode of Procurement														
Code		Size	Budget		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
	Envelope, Document, Brown, 150 lbs, Short	20 pc	100.00	Public Bidding							20							
	Certificate Holder (A4)	20 pcs	1,300.00	Public Bidding							20							
	Folder, Expanded, Long (Light Blue)	30 pcs	900.00	Public Bidding							30							
	Folder, Expanded, Long (Brown)	30 pcs	900.00	Public Bidding							30							
	Folder, File, Long, 14pts, White	50 piece	500.00	Public Bidding							50							
	Envelope, Expanding, with garter tie, blue, long	30 pc	600.00	Public Bidding							30							
	Envelope, Expanding, with garter tie, green, long	30 pc	900.00	Public Bidding							30							
	Envelope, Expanding, with garter tie, violet, long	40 pc	600.00	Public Bidding							40							
	Envelope, Expanding, Kraft board, w/ garter tie, Legal	43 pcs	602.00	Public Bidding							43							
	Envelope, Expanding, Plastic, Long	10 pc	540.00	Public Bidding							10							
	Permanent Marker, Black, Broad tip, 12pcs	1 boxes	700.00	Public Bidding							1							
	Permanent Marker, Blue, Broad tip, 12pcs	1 boxes	700.00	Public Bidding							1		·					
	Pen, Permanent Marker, red, broad tip	12 pieces	720.00	Public Bidding							12							
	Sign pen, 0.5mm ball needle point, Blue color, Liquid Gel Ink	30 pieces	2,700.00	Public Bidding							30							
	Gel Ink Sign Pen 0.5, red	100 pcs	3,000.00	Public Bidding			1				100			1		T		
	Dong A My Gel Sign Pen Gel Ink 0.5mm Refill (12Pcs), BLUE	3 boxes	750.00	Public Bidding							3							
	Sign Here Sticky Notes	10 pack	590.00	Public Bidding							10							
	Glue, Multi-Purpose, White, at least 130g (118mL)	5 btls	390.00	Public Bidding							5							
	Pen, Whiteboard Marker, black	50 pieces	2,500.00	Public Bidding							50							
	Pen, Whiteboard Marker, red	20 pieces	1,000.00	Public Bidding							20							
	Pen, Whiteboard Marker, blue,	20 pieces	1,000.00	Public Bidding							20							
	Tape, Double Sided, 1" x 10m	10 rolls	450.00	Public Bidding							10							
	Tape, Double Sided, 2" x 10m	10 rolls	1,200.00	Public Bidding							10							
	Masking Tape, 1"	10 rolls	600.00	Public Bidding							10							
	Transparent Tape (1")	10 rolls	250.00	Public Bidding							10							
	Transparent Tape (2")	10 rolls	400.00	Public Bidding							10							
	Record Book, Big, 500 pages	5 pcs	925.00	Public Bidding							5							
	Paper Clips Small Vinyl (33MM)	10 Box of 100's	350.00	Public Bidding							10							
	Paper Clips Small Vinyl (50mm)	10 Box of 100's	400.00	Public Bidding							10							
	Pencil, #2, Medium, Yellow, 12pcs/box	3 Box of 12's	360.00	Public Bidding							3							
	Pin, Push, hammerhead type, asstd colors 50s/pack	2 boxes	70.00	Public Bidding							2							

Cada	General Description	Quantity /	Estimated	Mode of														
Code		Size	Budget	Procurement	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
	Eraser, whiteboard, magnetic flannel	10 pc	750.00	Public Bidding							10							
	Alcohol, Ethyl, 70% solution, 500mL	15 btls	1,875.00	Public Bidding							15							
	Staple Wire No. 35-5M Leg Length 6mm (1/4")	10 boxes	800.00	Public Bidding							10							
	Staple wire remover, Plier type, Metal	1 piece	100.00	Public Bidding							1							
	Pail, Utility, Plastic 100 liter cap/drum/water container	3 pieces	3,000.00	Public Bidding							3							
	Soap, Dishwashing, Liquid, 250mL	10 btls	1,500.00	Public Bidding							10			ant i				
	Toilet Bowl Cleaner, at least 1 liter	10 btl	2,500.00	Public Bidding							10							
	Broom, Soft (Tambo), Large, Heavy Duty	5 pcs	1,250.00	Public Bidding							5							
	Broom, Stick Broom, Tukog	5 pc	300.00	Public Bidding							5							
	Spin Mop, w/ stainless steel wringer bucket, w/ durable & ergonomical PP plastic mop handle, 360deg. spin microfiber mop head, 180deg. flexible mop pole	1 pcs	1,500.00	Public Bidding							1							
	Scrub Sponge, Heavy Duty	9 pcs	720.00	Public Bidding							9							
	Stapler, HD No. 35, flat-clinch	2 pcs	2,200.00	Public Bidding							2							
	Tissue, Bathroom, 2 Ply, 12rolls/pack	5 pack	1,020.00	Public Bidding							5							
	Sub-Total		73,111.00															
	Trainings														11			
	Food for the participants and resource person	15 person	6,000.00	NP - Small Value Procurement									15					
	Food package and Accommodation	12 person	31,800.00	NP - Small Value Procurement		12												
	Sub-Total		37,800.00															
	TOTAL BUDGET:		226,111.00			<u></u>			<u></u>							<u></u>		

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

Prepared by:

Submitted by:

EPIFANIA G. LORETO Unit Head/Project Leader

Date: 09/26/2024

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