



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

202

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

SCAN HERE

PPMP-2024-0926-225276

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)  
 CY 2025

*Handwritten signature and date: 9/26/24*

END-USER/UNIT: **Philippine Root Crops & Research Training Center**

CHARGED TO **GF-MOOE**

Project, Programs and Activities (PPAs):

PhilRootcrops Office Supplies - *PRC/RTC-A-III-C*

PPMP #: **PPMP-2025-092624-0615**

**RECEIVED**  
 DATE: *9/26/24*  
 TIME: *GH*

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
<b>Food &amp; Food Ingredients</b>																
	Table Napkin	2 pack	240.00	Public Bidding			2									
	<b>Sub-Total</b>		<b>240.00</b>													
<b>IT Supplies and Equipment</b>																
	Ink, Epson 003,Genuine Black 65mL	25 btl	8,750.00	Public Bidding	5			5			5			5		5
	Ink, EPSON 003,Genuine Cyan 65mL	5 btl	1,750.00	Public Bidding		5										
	Ink, EPSON 003,Genuine Yellow 65mL	5 btl	1,750.00	Public Bidding		5										
	Ink, EPSON 003,Genuine Magenta 65mL	5 btl	1,750.00	Public Bidding		5										
	<b>Sub-Total</b>		<b>14,000.00</b>													
<b>Office Supplies</b>																
	A4 Paper One bond paper	20 ream	30,000.00	Public Bidding	5			5			5			5		
	Ballpen 50 Pieces, Blue	1 box of 50's	500.00	Public Bidding	1											
	Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	2 tubes	440.00	Public Bidding		2										
	Bleach, Liquid, 99.9% Antibacterial, Disinfectant, at least 3785 mL	2 gallon	600.00	Public Bidding		1		1								
	A4 Expanded Folder, Green color	25 pcs	500.00	Public Bidding		25										
	Folder, File, Long, 14pts, White	10 piece	100.00	Public Bidding				10								
	Pen, pentel, pilot, (assorted colors)	3 pcs	225.00	Public Bidding		3										

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
	Clip, Double Binder, 2" (approx. 51mm) , Black, 12pcs/box	2 boxes	150.00	Public Bidding							1					1
	Clip, Double Binder, 1-1/4" (approx. 32mm), Black, 12 pcs/box	2 boxes	60.00	Public Bidding	1							1				
	Broom, Plastic, with long steel handle (approx. 140cm), for ceiling	1 pcs	420.00	Public Bidding	1											
	Air Freshener, Scented Gel, at least 180g, Lemon/Orange Scent	2 pcs	400.00	Public Bidding	1				1							
	Tissue, Bathroom, 2 Ply, 12rolls/pack	10 pack	2,040.00	Public Bidding	5										5	
	Paper Clips Small Vinyl (33MM)	3 Box of 100's	105.00	Public Bidding		3										
	Paper Clips Small Vinyl (50mm)	3 Box of 100's	120.00	Public Bidding		3										
	Jumbo Paper Clips	3 Box of 100's	90.00	Public Bidding								3				
	<b>Sub-Total</b>		<b>35,750.00</b>													
<b>TOTAL BUDGET:</b>			<b>49,990.00</b>													

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

Prepared by:

  
**PRECILA C. BELMONTE**

Submitted by:

  
**ALAN B. LORETO**  
Unit Head/Project Leader

Date: **09/26/2024**