

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



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

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PPMP-2024-0228-181844

INDICATIVE PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2025

Unit/Office/Dept/Div: Department of Biotechnology

Project Code: DBI-2025 Indicative PPMP

Purpose: For Higher Education goods and services

Total Budget : 350,000.00

Funding : GF-MOOE

PPMP #: 45-5-3087-2025-1-0-0

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	100	set	80.00	8,000.00	10	10	10	10	10	10	10	10	10	10		
Snacks PM	100	packs	80.00	8,000.00	10	10	10	10	10	10	10	10	10	10		
Packed Meals for Lunch (200.00)	100	packs	200.00	20,000.00	10	10	10	10	10	10	10	10	10	10		
Sub-Total				36,000.00												
IT Supplies and Equipment																
Desktop Computer (i3, 11th Gen)	1	set	40,000.00	40,000.00	1											
Ink, EPSON 003, Genuine Cyan 65mL	5	btl	350.00	1,750.00	5											
Ink, EPSON 003, Genuine Magenta 65mL	5	btl	350.00	1,750.00	5											
Ink, EPSON 003, Genuine Yellow 65mL	5	btl	350.00	1,750.00	5											
Ink, Epson 003, Genuine Black 65mL	5	btl	350.00	1,750.00	5											
Sub-Total				47,000.00												
Laboratory Supplies																
Gloves, Nitrile, Medium	10	box of 50's	1,500.00	15,000.00	10											
Gloves, Nitrile, Small	10	box of 50's	1,500.00	15,000.00	10											
Laboratory Coat (Size medium)	2	piece	700.00	1,400.00	2											
Sub-Total				31,400.00												
Medical & Dental Supplies & Equipment																
Air purifier with hepa filter/8-Stage air with humidifier and medical grade H13 filter	1	pcs	20,000.00	20,000.00	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
Office Equipment					20,000.00												
Sub-Total																	
Air Conditioner, 1.5HP, Split Type, Wall Mounted, Deluxe Inverter		3	unit	40,000.00	120,000.00	3											
Electric fan		4	pc	2,500.00	10,000.00	4											
Sub-Total					130,000.00												
Office Furniture & Fixture																	
Steel Cabinet with glass Door, sliding door, (Assembled) Adjustable shelves,		2	pc	12,000.00	24,000.00	2											
Sub-Total					24,000.00												
Office Supplies																	
Air Freshener, Spray, at least 280mL, Lemon/Orange Scent		5	tubes	220.00	1,100.00	2	2	1									
Alcohol, Ethyl, 70% solution, 500mL		10	bills	125.00	1,250.00	5		5									
Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack		10	pack	115.00	1,150.00	10											
Broom, Soft (Tambo), Large, Heavy Duty		2	pcs	250.00	500.00	2											
Desk Tray, Metal, Double, Black, Dimension: approx. 18 x 25 x 38cm		2	pcs	500.00	1,000.00	2											
Folder, File, Long, 14pts, White		20	piece	10.00	200.00	20											
Folder, File, Short, 14pts, White		20	piece	8.00	160.00	20											
Folder, Pressboard, US, Green, Long		50	pcs	35.00	1,750.00	50											
Paper, Bond, A4, S-20, 70 gsm		24	reams	253.00	6,072.00	2	2	2	2	2	2	2	2	2	2	2	2
Ballpen 50 Pieces, Blue		1	box of 50's	500.00	500.00	1											
Record Book, Big, 300 pages		5	pcs	150.00	750.00	5											
A4 Photo Paper		2	packs	150.00	300.00	2											
Binder Clip, 1.5", black		5	pcs	7.50	37.50	5											
Sticky Flags, Repositionable Indexing Tab, 45x12mm, (20 sheets x 5 colors)/pack		5	pack	40.00	200.00	5											
Correction Tape, 8m x 5mm wide		3	pc	40.00	120.00	3											
Face Mask, Surgical, Disposable, 3-ply, 50 pcs/box		2	boxes	150.00	300.00	2											
Rags, large, good quality, size 24"x15", water absorbent		3	pcs	40.00	120.00	3											
Paper, Bond, Long, S-20, 70 gsm		10	reams	286.00	2,860.00	5						5					

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
Flat table napkin, approx 254mm x 279 mm, 100 sheets per pack	20	pack	45.00	900.00	20											
Data Filer, Big size, Legal	10	pieces	500.00	5,000.00	10											
Soap, Detergent, Powder, 1 kilo/pack, any scent	2	kl	150.00	300.00	2											
Scrub Sponge, Heavy Duty	5	pcs	80.00	400.00	5											
Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	10	pack	125.00	1,250.00	10											
Paper, Bond, Short, S-20, 70 gsm	10	reams	245.00	2,450.00	5						5					
Spin Mop, w/ stainless steel wringer bucket, w/ durable & ergonomic PP plastic mop handle, 360deg, spin microfiber mop head, 180deg, flexible mop pole	1	pcs	1,500.00	1,500.00	1											
Sub-Total				30,169.50												
Grand Total				318,569.50												

Prepared by: SHERLYN O. RAMONEDA

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Unit Head/Project Leader

{-- Date: 02/28/2024

*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