

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



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

SCAN HERE



PPMP-2024-0229-182212

INDICATIVE PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2025

Unit/Office/Dept/Div:

Department of Civil Engineering

Project Code:

DCE GAA 2025

Purpose:

The equipment, supplies, materials, furniture, fuel, etc. purchased will be used to support departmental instruction, research, and activities.

Total Budget

: 165,000.00

Funding :

GF-MOOE

PPMP #:

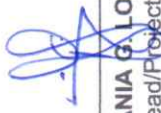
29-5-1087-2025-1-0-0

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
IT Supplies and Equipment																
Ink, Epson 003,Genuine Black 65mL	10	btl	350.00	3,500.00			10									
Ink, EPSON 003,Genuine Magenta 65mL	10	btl	350.00	3,500.00			10									
Ink, EPSON 003,Genuine Yellow 65mL	10	btl	350.00	3,500.00			10									
Ink, EPSON 003,Genuine Cyan 65mL	10	btl	350.00	3,500.00			10									
Ink, Epson 001 Cyan, Magenta, Yellow and Black (C,Y,M,K) set for L6170	10	set	1,600.00	16,000.00			10									
Ink, Epson, genuine (C) T664, 70 ml	10	pieces	350.00	3,500.00			10									
Ink, Epson, genuine (M) T664, 70 ml	10	pieces	350.00	3,500.00			10									
Ink, Epson, genuine, (BK) T664, 70 ml	10	pieces	350.00	3,500.00			10									
Ink, Epson, genuine, (Y) T664, 70 ml	10	pieces	350.00	3,500.00			10									
External Hard Disk Drive (Portable, 2TB), USB 3.1	2	unit	4,200.00	8,400.00			2									
Sub-Total				52,400.00												
Labor Services																
Repair and Maintenance	1	lot	17,000.00	17,000.00			1									
Sub-Total				17,000.00												
Office Supplies																
Paper, Bond, A4, S-24, 80 gsm	50	reams	289.00	14,450.00			25			25						
Paper, Bond, Long, S-24, 80 gsm	10	reams	328.00	3,280.00			10									
Paper, Photo, Waterproof Glossy Inkjet , A4, 230 GSM No Backprint, 20 shts/pack	3	pack	95.00	285.00			3									

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
Specialty Board, long 8-1/2 x 13, 220 gsm, Cream (10pcs/pack)	3	pack	85.00	255.00			3									
Specialty board, short 8-1/2 x 11, 120 gsm, light blue (10pcs/pack)	3	pack	65.00	195.00			3									
Paper, Specialty 200gsm, A4, white	2	pack	60.00	120.00			2									
Paper, Specialty 200gsm 8-1/2x11, 10s, Nashville	3	packs	38.00	114.00			3									
Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	10	pack	115.00	1,150.00			10									
Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	10	pack	125.00	1,250.00			10									
Permanent Marker, Black, Broad tip, 12pcs	1	boxes	700.00	700.00			1									
Permanent Marker, Blue, Broad tip, 12pcs	1	boxes	700.00	700.00			1									
Pen, Permanent Marker, red, broad tip	12	pieces	60.00	720.00			12									
Sign pen, 0.5mm ball needle point, Blue color, Liquid Gel Ink	30	pieces	90.00	2,700.00			30									
Gel Ink Sign Pen 0.5. red	40	pcs	30.00	1,200.00			40									
Sign Here Sticky Notes	10	pack	59.00	590.00			10									
Pen, Whiteboard Marker, black	10	pieces	50.00	500.00			10									
Pen, Whiteboard Marker, red	10	pieces	50.00	500.00			10									
Pen, Whiteboard Marker, blue,	10	pieces	50.00	500.00			10									
Folder, File, Long, 14pts, White	100	piece	10.00	1,000.00			100									
Folder, Expanded, Long (Light Blue)	50	pcs	30.00	1,500.00			50									
Data Filer, Big size, Legal	10	pieces	500.00	5,000.00			10									
Chalk, Colored, Dustless, 12 pcs/box	20	boxes	30.00	600.00			20									
Chalk, Tailor's, 50 pcs/box, assorted color	3	boxes	186.00	558.00			3									
Tape, Double Sided, 1" x 10m	10	rolls	45.00	450.00			10									
Tape, Double Sided, 2" x 10m	10	rolls	120.00	1,200.00			10									
Tape, Duct, 2" x 25m, Black/Grey	3	rolls	180.00	540.00			3									
Scotch Tape 1 inch x 100 meters	10	rolls	40.00	400.00			10									
Tape, Masking, 1" x 25 yards	10	rolls	48.00	480.00			10									
Tape, Masking, 1/2" x 25 yards	10	rolls	25.00	250.00			10									
Tape, Masking, 2" x 25 yards	10	rolls	95.00	950.00			10									
Tape, Transparent, 24mm x 50m	10	rolls	120.00	1,200.00			10									
Eraser, Blackboard, wood design, Big (3x13x5cm)	10	pcs	56.00	560.00			10									

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
Eraser, whiteboard, magnetic flannel	10	pc	75.00	750.00			10									
Alcohol, Isopropyl, 70% solution, 500mL	20	btls	140.00	2,800.00			20									
Tissue, Bathroom, 2 Ply, 12rolls/pack	5	pack	204.00	1,020.00			5									
Stapler, HD No.35	3	pc	400.00	1,200.00			3									
Staple Wire, #35	10	boxes	35.00	350.00			10									
Staple wire remover, Plier type, Metal	1	piece	100.00	100.00			1									
Toilet Bowl Cleaner, at least 1 liter	5	btl	250.00	1,250.00			5									
Keyboard Cleaning Brush	2	pc	80.00	160.00			2									
Feather Duster Household Dusting Brush with Telescopic Pole Stainless Steel	2	pc	200.00	400.00			2									
Soap, Dishwashing, Liquid, 250mL	5	btls	150.00	750.00			5									
Concentrate Antibac Dishwashing Liquid refill, 375ml	2	pack	250.00	500.00			2									
Dishwashing Sponge	3	pcs	35.00	105.00			3									
Broom, Soft (Tambo), Large, Heavy Duty	10	pcs	250.00	2,500.00			10									
Broom, Stick Broom, Tukog	5	pc	50.00	250.00			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	1,500.00			1									
Envelope, Expanding, with garter tie, blue, long	10	pc	20.00	200.00			10									
Envelope, Expanding, with garter tie, green, long	10	pc	20.00	200.00			10									
Envelope, Expanding, Kraft board, w/ garter tie, Legal	10	pcs	14.00	140.00			10									
Envelope, Expanding, with garter tie, violet, long	10	pc	15.00	150.00			10									
Envelope, Expanding, Plastic, Long	10	pc	54.00	540.00			10									
Sub-Total				58,762.00												
Transportation																
Travel expenses	1	lot	17,500.00	17,500.00			1									
Sub-Total				17,500.00												
Grand Total				145,662.00												

Prepared by:  **HAIDEE CUEVAS**

Submitted by:  **EPIFANIA G. LORETO**
Unit Head/Project Leader

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2/29/24

Date: 02/29/2024

*Funding Sources: General Fund(GF), Trust Fund(TF, Special Trust Fund(STF), IGP, Supplemental or Augmentation
Note: Please make a separate PMP 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