

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



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



# INDICATIVE PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2025

Unit/Office/Dept/Div: **Ecological Farm & Resource Management Institute**  
 Project Code: **TP.UF.009**  
 Purpose: **Serves as guide in the procurement of project supplies and materials**

Total Budget : **70,000.00**  
 Funding : **GF-MOOE**  
 PPMP #: **156-5-1591-2025-1-0-1**

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
<b>Agricultural/Farm Supplies/Livestock</b>																
Molasses	3	drum	700.00	2,100.00	2						1					
Fertilizer, Complete, (14-14-14), 50 kg-bag	2	bag	3,000.00	6,000.00	1						1					
<b>Sub-Total</b>				<b>8,100.00</b>												
<b>Fertilizers/Pesticide</b>																
Fertilizer, Urea (45-0-0), 50 kg-bag	2	bag	3,500.00	7,000.00	1						1					
<b>Sub-Total</b>				<b>7,000.00</b>												
<b>Food &amp; Food Ingredients</b>																
Snacks AM	50	set	80.00	4,000.00	50											
Snacks PM	50	packs	80.00	4,000.00	50											
Packed Meals (Lunch) Menu#8	21	pack	200.00	4,200.00	21											
<b>Sub-Total</b>				<b>12,200.00</b>												
<b>Fuel &amp; Lubricants</b>																
Gasoline, Premium	100	liter	85.00	8,500.00	50						50					
<b>Sub-Total</b>				<b>8,500.00</b>												
<b>Office Supplies</b>																
Paper, Bond, A4, S-24, 80 gsm	10	reams	289.00	2,890.00	5						5					
Paper, Bond, Long, S-20, 70 gsm	5	reams	286.00	1,430.00	5											
Envelope, Expanding, with garter tie, brown, long	20	pc	20.00	400.00	20											
Folder, File, Long, 14pts, White	20	piece	10.00	200.00	20											
Clip, Double Binder, 2" (approx. 51mm), Black, 12 pcs/box	5	boxes	75.00	375.00	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
Paper Clips Small Vinyl (50mm)	4	Box of 100's	40.00	160.00	4											
Pen, Ball, blue	50	pieces	10.00	500.00	50											
Pen, Permanent Marker, black, fine tip	10	pieces	60.00	600.00	10											
Pen, Permanent Marker, blue, fine tip	10	pieces	60.00	600.00	10											
Plastic bag (sando bag) 100 pc./pack medium	5	pack	90.00	450.00	5											
Plastic bag (sando bag) 100pcs/pack large	5	pack	110.00	550.00	5											
Alcohol, Ethyl, 70% solution, 500ml	1	blts	125.00	125.00	1											
Liquid Hand Soap, 500 ml.	6	blts	120.00	720.00	6											
<b>Sub-Total</b>				<b>9,000.00</b>												
<b>Vehicle Supplies</b>																
Diesel fuel	300	liters	84.00	25,200.00	150						150					
<b>Sub-Total</b>				<b>25,200.00</b>												
<b>Grand Total</b>				<b>70,000.00</b>												

Prepared by:

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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 PPMF 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