

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



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

SCAN HERE



PPMP-2024-1004-227874

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2025

END-USER/UNIT: **Department of Food Science and Technology**

CHARGED TO GF-MOOE

Project, Programs and Activities(PPAs):

For Instruction Activities , supplies and materials for official use

PPMP #: **PPMP-2025-092624-0621**

Project Code: **Procurement 2025**

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
	Communication/Courier Services															
	Courier services	20 unit	4,000.00	NP - Small Value Procurement						20						
	Sub-Total		4,000.00													
	Construction and Electrical Supplies															
	LED Bulb 18w	10 pc	3,000.00	NP - Small Value Procurement	10											
	LED bulb ,11 watts, At least 1050 Lumens, Warm white	10 pcs	3,500.00	NP - Small Value Procurement	10											
	Sub-Total		6,500.00													
	Food & Food Ingredients															
	Packed Meals (Lunch) Menu#12	25 packs	5,000.00	NP - Small Value Procurement	25											
	Snacks AM	25 set	2,000.00	NP - Small Value Procurement	25											

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
	Snacks PM	25 packs	2,000.00	NP - Small Value Procurement	25											
	Packed Meals (Lunch) Menu#3	25 pack	5,000.00	NP - Small Value Procurement	25											
	Snacks AM (80.00)	25 packs	2,000.00	NP - Small Value Procurement						25						
	Snacks (PM)	25 person	2,000.00	NP - Small Value Procurement						25						
	Sub-Total		18,000.00													
	Hardware															
	LED Bulb, 13 watts, 87% Energy Saving	10 pcs	2,500.00	NP - Small Value Procurement	10											
	Sub-Total		2,500.00													
	Office Equipment															
	HDMI to HDMI cable, 2M	2 piece	500.00	NP - Small Value Procurement	2											
	Sub-Total		500.00													
	Office Furniture & Fixture															
	VENetian Blinds for Window (1&5) Lecture room	2 pcs	1,200.00	NP - Small Value Procurement	2											
	Venetian Blinds for Windows(2 to 4) Lecture Room	3 pcs	4,500.00	NP - Small Value Procurement	3											
	Sub-Total		5,700.00													
	Office Supplies															
	Fastener, Paper, plastic, 50 sets/box	5 boxes	200.00	NP - Small Value Procurement	5											
	Clear Packaging Tape, 2"	5 piece	400.00	NP - Small Value Procurement	5											

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
	Paper, Bond, A4, S-20, 70 gsm	20 reams	5,060.00	NP - Small Value Procurement							20					
	Scotch Tape 1 inch x 100 meters	5 rolls	200.00	NP - Small Value Procurement	5											
	Air Freshener, Scented Gel, at least 180g, Lemon/Orange Scent	5 pcs	1,000.00	NP - Small Value Procurement	5											
	Alcohol, Ethyl, 70% solution, 1 gallon	5 gallons	3,000.00	NP - Small Value Procurement	5											
	Folder, Expanded, Long (Light Blue)	15 pcs	450.00	NP - Small Value Procurement	15											
	Envelope, Expanding, with garter tie, blue, long	15 pc	300.00	NP - Small Value Procurement	15											
	Tape, Double Sided, 1" x 10m	10 rolls	450.00	NP - Small Value Procurement	10											
	Transparent Tape (1")	10 rolls	250.00	NP - Small Value Procurement	10											
	Tape, Masking, 1" x 25 yards	15 rolls	720.00	NP - Small Value Procurement				15								
	Staple Wire, #10	5 boxes	100.00	NP - Small Value Procurement				5								
	Staple Wire, #35	5 boxes	175.00	NP - Small Value Procurement				5								
	Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	10 pack	1,600.00	NP - Small Value Procurement	5						5					
	Photo Paper Glossy A4	5 sheets	750.00	NP - Small Value Procurement	5											

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
	Sticky Note, 2 x 3, Yellow	10 pads	790.00	NP - Small Value Procurement	10											
	Pen, Whiteboard Marker, blue,	10 pieces	500.00	NP - Small Value Procurement	10											
	Ink, Refill, for Permanent Marker, Blue, 30mL	5 btls	575.00	NP - Small Value Procurement	5											
	Nylon, #300, for grass cutter	5 kl	2,250.00	NP - Small Value Procurement	5											
	Bathroom Deodorizer, with holder, at least 100g, any scent	10 pcs	800.00	NP - Small Value Procurement	5			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	NP - Small Value Procurement	1											
	Toilet Brush with Holder	5 set	900.00	NP - Small Value Procurement	5											
	Cleaning Floor Brush Long Handle	5 pcs	1,750.00	NP - Small Value Procurement	5											
	Fiber Doormat	10 pc	1,500.00	NP - Small Value Procurement	10											
	Paper, Bond, A4, S-24, 80 gsm	3 reams	867.00	NP - Small Value Procurement							3					
	Glass writing board	1 pc	15,000.00	NP - Small Value Procurement	1											
	Sub-Total		41,087.00													
	Office Supplies and General Merchandise Products															
	spin mop head refill	12 pcs	420.00	NP - Small Value Procurement	5			7								
	Sub-Total		420.00													

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
TOTAL BUDGET:			78,707.00													

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

Prepared by: 
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Date: 10/04/2024