

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



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

SCAN HERE



PPMP-2024-0925-225133

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
 CY 2025

END-USER/UNIT: **Department of Business and Management** *(Entrepreneur and Innovation)*
 CHARGED TO **GF-MOOE**
 Project, Programs and Activities (PPAs):
 Office Supplies

PPMP #: **PPMP-2025-092524-0547**

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
	Accommodation															
	Accommodation	4 unit	4,800.00	NP - Small Value Procurement		1	1	1	1							
	Sub-Total		4,800.00													
	Construction and Electrical Supplies															
	Extension wire with 4 gang Universal Convenience Outlet, at least 10m long	5 pc	2,500.00	NP - Small Value Procurement		2	3									
	Sub-Total		2,500.00													
	IT Supplies and Equipment															
	Desktop Computer, with Monitor, Core i5 12th Gen, 8GB RAM (Assembled) or higher	2 sets	98,000.00	Public Bidding	1	1										
	Wireless N Router (300Mbps) with 4-LAN Port	2 pc	1,800.00	NP - Small Value Procurement	1	1										
	All-in-One Ink Tank Printer Wi-Fi Duplex with ADF	1 unit	21,000.00	NP - Small Value Procurement	1											
	Computer Printer, All-in-One/Multifunction Colored-Ink Tank	1 unit	14,000.00	NP - Small Value Procurement	1											

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
	Sub-Total		134,800.00													
	Office Furniture & Fixture															
	Office Chair	2 pieces	10,000.00	NP - Small Value Procurement	1	1										
	Office Table	2 pc	8,000.00	NP - Small Value Procurement	1	1										
	Sub-Total		18,000.00													
	Office Supplies															
	Paper, Bond, A4, S-20, 70 gsm	140 reams	35,420.00	NP - Small Value Procurement	50	50	40									
	Paper, Bond, Long, S-20, 70 gsm	25 reams	7,150.00	NP - Small Value Procurement	10	10	5									
	Paper, Mimeo, WW, Long, S-20	10 reams	2,280.00	NP - Small Value Procurement	5	3	2									
	Pen, Sign, .5mm, Gel-type, Blue	50 piece	1,750.00	NP - Small Value Procurement	10	20	20									
	Pen, Sign, .5mm, Gel-type, Red	50 piece	1,750.00	NP - Small Value Procurement	20	10	20									
	Folder, File, Long, 14pts, White	100 piece	1,000.00	NP - Small Value Procurement	35	30	35									
	Whiteboard, Wall Mount, 4' x 8', w/ aluminum frame	1 pcs	4,962.00	NP - Small Value Procurement	1											
	Pen, Whiteboard Marker, red	5 pieces	250.00	NP - Small Value Procurement	2	3										
	Pen, Whiteboard Marker, black	10 pieces	500.00	NP - Small Value Procurement	5	3	2									

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
	Pen, Whiteboard Marker, blue,	10 pieces	500.00	NP - Small Value Procurement	3	2	5									
	Sub-Total		55,562.00													
	Transportation															
	Boat Ticket (Baybay-Cebu) & Plane Ticket Local (Cebu-Manila)	2 unit	14,000.00	NP - Small Value Procurement		1	1									
	Sub-Total		14,000.00													
	TOTAL BUDGET:		229,662.00													

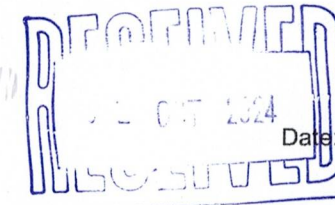
Note: Technical Specifications for each Item/Project being proposed shall be submitted as part of the PPMP

Prepared by: _____

SHEILLO B. CATORCE

Submitted by: _____

MARK C. RATILLA
Unit Head/Project Leader



AUCIA A. FLORES