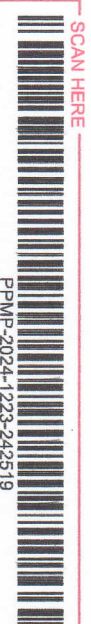


☒ Original PPM
☐ Revised (Changed items, same budget)
☐ Supplemental



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



PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
 CY 2026

END-USER/UNIT: **National Coconut Research Center-Visayas**

CHARGED TO **GF-MOOE**

Project, Programs and Activities(PPAs):
 Center Administration Support Services

PPM #: **PPMP-2026-122224-0131**
 Project Code: **NCRC-V A.III.C Overhead Cost 2026**

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
	Office Equipment															
	Ink, Epson, genuine (C) T664, 70 ml	3 pieces	1,050.00	Public Bidding	3											
	Ink, Epson, genuine (M) T664, 70 ml	3 pieces	1,050.00	Public Bidding	3											
	Ink, Epson, genuine, (BK) T664, 70 ml	3 pieces	1,050.00	Public Bidding	3											
	Ink, Epson, genuine, (Y) T664, 70 ml	3 pieces	1,050.00	Public Bidding	3											
	Sub-Total		4,200.00													
	Office Supplies															
	Alcohol, Ethyl, 70% solution, 500ml	5 btl's	625.00	Public Bidding	5											
	Broom, Soft (Tambo), Large, Heavy Duty	3 pcs	750.00	Public Bidding	3											
	Cleaner, Glass, 500mL, spray type, any scent	5 btl's	1,100.00	Public Bidding	5											
	Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	4 box of 50's	120.00	Public Bidding	4											
	Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	3 boxes	60.00	Public Bidding	3											
	Envelope, Brown, long, good quality	25 pcs	125.00	Public Bidding	15			10								
	Envelope, Expanding, with garter tie, brown, long	25 pc	500.00	Public Bidding	15			10								
	Folder, File, Long, 14pts, White	100 piece	1,000.00	Public Bidding	50			50								
	Glue, Multi-Purpose, White, at least 130g (118mL)	2 btl's	180.00	Public Bidding	2											
	Muriatic Acid concentrated scented	3 gal	1,050.00	Public Bidding	3											

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	30 reams	7,590.00	Public Bidding	15			15								
	Paper, Bond, A4, S-24, 80 gsm	15 reams	4,335.00	Public Bidding	15											
	Paper, Photo, high gloss, A4, 230G, 20 shts/pack	3 pack	750.00	Public Bidding	3											
	Pen, Ball, blue	50 pieces	500.00	Public Bidding	25			25								
	Transparent Tape (1")	2 rolls	50.00	Public Bidding	2											
	Sub-Total		18,735.00													
	TOTAL BUDGET		22,935.00													

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

Prepared by:

ANTONIO Y. ABAYABAY

Submitted by:

MARISEL A. LEORNA

Unit Head/Project Leader

Date: 12/23/2024