

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



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

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2025



END-USER/UNIT: **Supply and Property Office**  
**CHARGED TO STF**  
 Project, Programs and Activities (PPAs):  
 For office transactions.

PPMP #: **PPMP-2025-101024-0769**  
 Project Code: **SPO STF 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
	<b>Construction and Electrical Supplies</b>															
	Platform Hand Trolley Push Cart	1 pcs	6,900.00	NP - Small Value Procurement			1									
	<b>Sub-Total</b>		<b>6,900.00</b>													
	<b>Food &amp; Food Ingredients</b>															
	Snacks AM	60 set	4,800.00	NP - Small Value Procurement			10		20			20			10	
	<b>Sub-Total</b>		<b>4,800.00</b>													
	<b>Office Equipment</b>															
	Desktop Computer (i5, 11th Gen)	6 unit	360,000.00	Public Bidding			6									
	Printer, Tank Ink System, 3 in 1 (Print, Scan, Copy)	6 unit	66,000.00	Public Bidding			6									
	External Hard Disk Drive (Portable, 1TB), USB 3.1	5 unit	17,500.00	NP - Small Value Procurement			5									
	Keyboard And Mouse Combo Bundle, USB powered	6 set	3,600.00	NP - Small Value Procurement			6									
	UPS, 1000 VA	8 unit	24,000.00	NP - Small Value Procurement			8									

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
	Laptop 14" (i5)	1 unit	49,500.00	Public Bidding			1									
	Old-Fashioned Weighing Scale 500/1000kgs High Accuracy Mechanical Commercial Weight	1 unit	50,000.00	Public Bidding			1									
	<b>Sub-Total</b>		<b>570,600.00</b>													
	<b>Office Equipment and Appliances</b>															
	Air-conditioning unit w/ free installation	1 pc	40,000.00	Public Bidding			1									
	<b>Sub-Total</b>		<b>40,000.00</b>													
	<b>Office Furniture &amp; Fixture</b>															
	Open Type Filing Cabinet	10 pc	100,000.00	Public Bidding			10									
	<b>Sub-Total</b>		<b>100,000.00</b>													
	<b>TOTAL BUDGET:</b>		<b>722,300.00</b>													

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

Prepared by: \_\_\_\_\_

**DOREEN B. ALBA**

Submitted by: \_\_\_\_\_

**VIVIAN V. BALBARINO**

Unit Head/Project Leader

Date: 10/14/2024