

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



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

SCAN HERE



PPMP-2025-0205-251767

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
 CY 2025

END-USER/UNIT: **Culture and Arts Center**

CHARGED TO **GF-MOOE**

Project, Programs and Activities (PPAs):

For supplies and materials needed in 2025 research project

DATE: 2/5/25
 TIME:
 SIGNATURE: [Signature]

PPMP #: **PPMP-2025-020525-0941**

Project Code: **GAA-CA.23-24.01**

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
	Awards & Tokens															
	Token (Tote bag and food products)	3 pcs	1,950.00	NP - Small Value Procurement				3								
	Sub-Total		1,950.00													
	Office Equipment															
	Epson 001 ink, Black, 127ml, Genuine	1 btls	600.00	NP - Agency to Agency				1								
	Epson 001 ink, Cyan, Genuine	1 btls	350.00	NP - Agency to Agency				1								
	Epson 001 ink, Magenta, Genuine	1 btls	350.00	NP - Agency to Agency				1								
	Epson 001 ink, Yellow, Genuine	1 btls	350.00	NP - Agency to Agency				1								
	Sub-Total		1,650.00													
	Office Supplies															
	A4 Bond Paper, 70 GSM (5 reams/box)	1 boxes	1,250.00	NP - Agency to Agency				1								
	Envelope, Document, Brown, 150 lbs, Long	20 pc	140.00	NP - Agency to Agency				20								

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
	Envelope, Document, Brown, 150 lbs, Short	20 pc	100.00	NP - Agency to Agency				20								
	Envelope, Expanding, with garter tie, green, long	20 pc	600.00	NP - Agency to Agency				20								
	Fastener, Paper, plastic, 50 sets/box	4 boxes	160.00	NP - Agency to Agency				4								
	Folder, File, Long, 14pts, White	50 piece	500.00	NP - Agency to Agency				50								
	Jumbo Paper Clips	5 Box of 100's	150.00	NP - Agency to Agency				5								
	Masking Tape, 1"	10 rolls	600.00	NP - Agency to Agency				10								
	megabox, storage box	3 pcs	2,250.00	NP - Agency to Agency				3								
	Paper, Bond, Long, S-20, 70 gsm	2 reams	572.00	NP - Agency to Agency				2								
	Paper, Manila	30 pcs	180.00	NP - Agency to Agency				30								
	Pencil, #2, Medium, Yellow, 12pcs/box	15 Box of 12's	1,800.00	NP - Agency to Agency				15								
	Sintra Board (Customized)	1 pc	1,000.00	NP - Small Value Procurement				1								
	Specialty Paper, A4, Ivory	2 pack	1,000.00	NP - Agency to Agency				2								
	Staple Wire #35, 26/6 Leg length, 6mm (1/4"), 5,000 staples/pieces	3 boxes	360.00	NP - Agency to Agency				3								
	Sub-Total		10,662.00													
	Printing Services															
	Tarpaulin printing (3ft. x 4ft.)	2 piece	720.00	NP - Small Value Procurement				2								
	Sub-Total		720.00													
	TOTAL BUDGET:		14,982.00													

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

Prepared by:
NIFFA C. GOFREDO

Submitted by:
JUDE NONIE A. SALES
Unit Head/Project Leader

RECEIVED
06 FEB 2025

Date: 02/05/2025

AUGA M. FLORIS