NEP

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

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

SCAN HERE
PPMP-2024-0925-224967

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2025

04/25/24

END-USER/UNIT: **Department of Mathematics**

PPMP #: **PPMP-2025-092524-0458**

CHARGED TO **GF-MOOE**

Project, Programs and Activities(PPAs):
For Higher Education Services

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
	Food & Food Ingredients															
	Snacks AM (80.00)	120 packs	9,600.00	NP - Small Value Procurement		20	20			20		20	20	20		
	Snacks PM (80.00)	67 packs	5,360.00	NP - Small Value Procurement								67				
	Sub-Total		**14,960.00**													
	Fuel & Lubricants															
	Fuel, Gasoline	62 L	4,588.00	NP - Direct Retail Purchase (Section 53.14)	62											
	Fuel, Diesel	73 L	5,402.00	NP - Direct Retail Purchase (Section 53.14)	73											
	Sub-Total		**9,990.00**													
	IT Supplies and Equipment															
	RISO CV Ink 800 ml	1 btl	1,332.00	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
	RISO CV B4 Master 200 Cuts	1 roll	2,773.00	NP - Small Value Procurement	1											
	Toner MP 2014H NRG Brand	2 btls	7,400.00	NP - Small Value Procurement	2											
	OPC Drum for Gestetner MP2014D	1 pc	8,341.09	NP - Small Value Procurement	1											
	Charge Roller for Gestetner MP2014D	1 pc	3,527.21	NP - Small Value Procurement	1											
	Cleaning Blade for Gestetner MP2014D	1 pc	1,000.00	NP - Small Value Procurement	1											
	Developer for Gestetner MP2014D	1 bag	5,577.50	NP - Small Value Procurement	1											
	HDMI to HDMI cable, 2M	3 piece	750.00	NP - Small Value Procurement	3											
	Ink, EPSON 003,Genuine Cyan 65mL	7 btl	2,450.00	NP - Agency to Agency	7											
	Ink, EPSON 003,Genuine Magenta 65mL	9 btl	3,150.00	NP - Agency to Agency	9											
	Ink, Epson 003,Genuine Black 65mL	15 btl	5,250.00	NP - Agency to Agency	15											
	Ink, EPSON 003,Genuine Yellow 65mL	7 btl	2,450.00	NP - Agency to Agency	7											
	Ink, Epson, genuine (C) T664, 70 ml	3 pieces	1,050.00	NP - Agency to Agency	3											
	Ink, Epson, genuine (M) T664, 70 ml	5 pieces	1,750.00	NP - Agency to Agency	5											
	Ink, Epson, genuine, (BK) T664, 70 ml	8 pieces	2,800.00	NP - Agency to Agency	8											
	Ink, Epson, genuine, (Y) T664, 70 ml	3 pieces	1,050.00	NP - Agency to Agency	3											
	Sub-Total		**50,650.80**													

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 Furniture & Fixture															
	Steel Cabinet with glass Door, sliding door, (Assembled) Adjustable shelves,	1 pc	12,000.00	NP - Small Value Procurement	1											
	Projector Screen 100-inch pull up projector screen with stand	1 pcs	4,500.00	NP - Small Value Procurement	1											
	Blackout Curtain (Size L x W 84" x 84")	10 piece	6,000.00	NP - Small Value Procurement	10											
	Sub-Total		**22,500.00**													
	Office Supplies															
	Office Sofa Bed	1 pc	14,000.00	NP - Small Value Procurement	1											
	Paper, Bond, A4, S-20, 70 gsm	80 reams	20,240.00	NP - Agency to Agency	80											
	Paper, Bond, A4, S-24, 80 gsm	20 reams	5,780.00	NP - Agency to Agency	20											
	Paper, Bond, Long, S-20, 70 gsm	10 reams	2,860.00	NP - Agency to Agency	10											
	Paper, Bond, Long, S-24, 80 gsm	10 reams	3,280.00	NP - Agency to Agency	10											
	A4 Photo Paper	10 packs	1,500.00	NP - Agency to Agency	10											
	Ink, Refill, for Whiteboard Marker, Blue, 30mL	50 btls	8,250.00	NP - Agency to Agency	50											
	Ink, Refill, for Whiteboard Marker, Red, 30mL	10 btls	1,650.00	NP - Agency to Agency	10											
	Eraser, whiteboard, magnetic flannel	4 pc	300.00	NP - Agency to Agency	4											
	Envelope, Expanding, Plastic, Long	20 pc	1,080.00	NP - Agency to Agency	20											
	Envelope, Expanding, with garter tie, brown, short	20 pc	400.00	NP - Agency to Agency	20											
	Envelope, Expanding, with garter tie, brown, long	20 pc	400.00	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, White	50 pcs	500.00	NP - Agency to Agency	50											
	Folder, File, Long, 14pts, White	50 piece	500.00	NP - Agency to Agency	50											
	Folder, Expanded, Long (Brown)	50 pcs	1,500.00	NP - Agency to Agency	50											
	Staple Wire, #35	20 boxes	700.00	NP - Agency to Agency	20											
	Stapler, Heavy Duty, 23/6-23/23 (210 sheets), Black	1 pcs	1,500.00	NP - Agency to Agency	1											
	Dishwashing Paste	10 pc	700.00	NP - Agency to Agency	10											
	Dishwashing Liquid Soap, Refill 350ml	15 pack	2,250.00	NP - Agency to Agency	15											
	Stapler, HD No.35	4 pc	1,600.00	NP - Agency to Agency	4											
	Sticky Flags, Repositionable Indexing Tab, 45x12mm, (20 sheets x 5 colors)/pack	11 pack	440.00	NP - Agency to Agency	11											
	Index Tab, transparent, self-adhesive, transparent, 5sets/box	10 boxes	900.00	NP - Agency to Agency	10											
	Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	10 tubes	2,200.00	NP - Agency to Agency	10											
	white vellum board paper	25 pack	1,250.00	NP - Agency to Agency	25											
	Folder, Expanded, Long (Light Blue)	30 pcs	900.00	NP - Agency to Agency	30											
	White Mailing Envelope, Long, 9 1/2 x 4 1/8	70 pcs	70.00	NP - Agency to Agency	70											
	Lever Arch File Folder, Vertical, with Ring Binder & Metal Finger Pull, Size: 3", Long (Black)	20 pcs	2,800.00	NP - Agency to Agency	20											
	Lever Arch File Folder, Vertical, with Ring Binder & Metal Finger Pull, Size: 3", A4 (Black)	10 pcs	1,500.00	NP - Agency to Agency	10											
	Detergent Soap Powder with Antibacterial, 500g	6 packs	360.00	NP - Agency to Agency	6											
	Pen, Whiteboard Marker, blue,	40 pieces	2,000.00	NP - Agency to Agency	40											
	Pen, Whiteboard Marker, red	15 pieces	750.00	NP - Agency to Agency	15											

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
	Fabric Conditioner, Antibacterial, Refill, 1.5L, any scent	2 pack	700.00	NP - Agency to Agency	2											
	Sub-Total		**82,860.00**													
	Printing Services															
	Tarpaulin printing	200 sq. ft	6,000.00	NP - Direct Retail Purchase (Section 53.14)	200											
	Sub-Total		**6,000.00**													
	Trainings															
	Token	5 bag	5,000.00	NP - Direct Retail Purchase (Section 53.14)	5											
	Sub-Total		**5,000.00**													
	Transportation															
	Airplane Tickets (Local)	4 pcs	20,000.00	NP - Direct Retail Purchase (Section 53.14)		2							2			
	Sub-Total		**20,000.00**													
TOTAL BUDGET:			**211,960.80**													

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

Prepared by: ______________
GENALYN M. APAS

Submitted by: ______________
EUSEBIO R. LINA JR.
Unit Head/Project Leader

Date: **09/25/2024**