



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



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

INDICATIVE PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

CY 2025


Unit/Office/Dept/Div: **Department of Soil Science**  
Project Code: **DSS 2025 Indicative High Ed**  
Purpose: **office supplies**

Total Budget : 180,000.00  
Funding : **GF-MOOE**  
PPMP #: **43-5-2046-2025-1-0-2**

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (In quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Hardware</b>																
Bulb, LED, 9W	19	piece	250.00	4,750.00			19									
<b>Sub-Total</b>				<b>4,750.00</b>												
<b>IT Supplies and Equipment</b>																
Ink, Epson 003, Genuine Black 65ml	5	blt	350.00	1,750.00			5									
Ink, EPSON 003, Genuine Magenta 65ml	2	blt	350.00	700.00			2									
LCD Projector (XGA), 3LCD Technology	2	unit	25,000.00	50,000.00			2									
<b>Sub-Total</b>				<b>52,450.00</b>												
<b>Office Equipment</b>																
Laminator Machine, A3	1	unit	5,000.00	5,000.00			1									
<b>Sub-Total</b>				<b>5,000.00</b>												
<b>Office Furniture &amp; Fixture</b>																
Projector Screen 100-inch pull up projector screen with stand	2	pcs	4,500.00	9,000.00			2									
Office Swivel Chair for Smart Classroom	1	unit	5,000.00	5,000.00			1									
<b>Sub-Total</b>				<b>14,000.00</b>												
<b>Office Supplies</b>																
Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	2	pack	115.00	230.00			2									
.75hp window-type aircon	6	unit	15,000.00	90,000.00			6									
Ready-Made Curtain (RMC), White Color	15	pc	450.00	6,750.00			15									
Ready-Made Curtain (RMC), Maroon Color	15	pc	450.00	6,750.00			15									

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Soap, Hand, 60g per pack	2	Sachet	25.00	50.00			2									
<b>Sub-Total</b>				<b>103,780.00</b>												
<b>Grand Total</b>				<b>179,980.00</b>												

Prepared by:   
**EMELITA S. PAUSANOS**

Submitted by:   
**SUZETTE B. LINA**  
Unit Head/Project Leader

{{-- Date: 02/16/2024

\*Funding Sources: General Fund(GF), Trust Fund(TF), Special Trust Fund(STF), IGP, Supplemental or Augmentation  
Note: Please make a separate PPMF for each funding source.  
Categorize the entries such as Office Supplies, Office Appliance & Equipment, Office Furniture, Laboratory Supplies, IT Equipment, Construction & Electrical Supplies,  
Farm & Agricultural Supplies, Feeds & Feed Ingredients, Medical & Dental Supplies, Auto Supplies