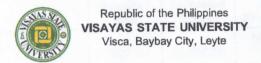
✓Original PPM	IP
☐ Revised (Ch	anged items, same budget)
Supplementa	al





## PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) CY 2025

PPMP #: PPMP-2025-092524-0476

**END-USER/UNIT: Gender Resource Center** 

CHARGED TO GF-MOOE

Project, Programs and Activities(PPAs):

- 1. Functional GRC
- 2. Functional ASHU
- 3. Functional GAD Database
- 4. GFPS Capacity Development Program
- 5. University Women's Month Celebration
- 6. GRC Anniversary Celebration
- 7. 18 Days campaign to END VAW
- 8. GBP and GAD AR Preparation Workshops
- 9. Gender, Climate and Disaster Resilience Program
- 10. Mainstreaming Gender in VSU's Instruction and RDEI Mandates (Capacity Development for VSU faculty/researchers/community development workers)

	General Description	Quantity / Size	Estimated Budget	Mode of	Schedule/Milestone of Activities (in quantities)												
Code				Procurement	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	Accommodation	11 3437															
	Room Accommodation (Good for 2 to 3 person per room)	5 unit	7,500.00	NP - Small Value Procurement			2						1		2		
	Sub-Total		7,500.00														
	Food & Food Ingredients																

	General Description	Quantity / Size	Estimated Budget	Mode of Procurement													
Code					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	Snacks AM	1000 set	80,000.00	NP - Small Value Procurement			300	50		50	300				300		
	Meals Dinner (Buffet Style) Menu#1	100 person	36,000.00	NP - Small Value Procurement			50								50		
	Sub-Total		116,000.00											1			
	IT Supplies and Equipment	1														_	
	LCD PROJECTOR	1 unit	30,000.00	Public Bidding				1								_	
	Sub-Total		30,000.00														
	Office Equipment															_	
	Portable Sound System (2 Way)	1 unit	14,500.00	Public Bidding		1								_	,		
	Sub-Total		14,500.00														
	Office Supplies														-	-	
	A4 Bond Paper, 70 GSM (5 reams/box)	10 boxes	12,500.00	Public Bidding	10									_		-	
	Folder, File, Long, 14pts, White	100 piece	1,000.00	Public Bidding	100												
	Puncher, Heavy Duty	2 pieces	900.00	Public Bidding	2											-	
	Scissors, 6" heavy duty, good quality	5 piece	340.00	Public Bidding	5											-	
	Ballpen 50 Pieces, Blue	5 box of 50's	2,500.00	Public Bidding	5											_	
	Fastener, Paper, plastic, 50 sets/box	3 boxes	120.00	Public Bidding	3						_			_		-	
	Paper, Specialty 200gsm 8-1/2x11, 10s, Cream	20 packs	900.00	Public Bidding	20											-	
	Paper, Specialty 200gsm 8-1/2x11, 10s, White	20 packs	900.00	Public Bidding	20									_		-	
4	Certificate Holder (A4)	50 pcs	3,250.00	Public Bidding	50									-		-	
	Sign Here Sticky Notes	10 pack	590.00	Public Bidding	10											-	
(	STICKY NOTES 2 X 3 ASSORTED COLORS	10 pad	790.00	Public Bidding	10											-	
	Stapler, HD-# 10	3 pieces	360.00	Public Bidding	3									-		-	
	Staple wire remover	5 pieces	200.00	Public Bidding	5									-		-	
	Cartolina, US, Violet, at least 160gsm	50 pcs	700.00	Public Bidding	50									-		-	
	Pen, Permanent Marker, blue, broad tip	15 pieces	900.00	Public Bidding	15								_	-		-	
	Envelope, Expanding, with garter tie, violet, long	100 pc	1,500.00	Public Bidding	100						_			-	-	-	
	Staple Wire, #10	10 boxes	200.00	Public Bidding	10									-		-	
	Soap, Detergent, Powder, 1 kilo/pack, any scent	5 kl	750.00	Public Bidding	5									-		-	
	Bleach, Liquid, 99.9% Antibacterial, Disinfectant, at least 3785 mL	5 gallon	1,500.00	Public Bidding	5												
	Alcohol, Ethyl, 70% solution, 1 gallon	4 gallons	2,400.00	Public Bidding	4												

Code	General Description	Quantity /	Estimated Budget	Mode of Procurement	Schedule/Milestone of Activities (in quantities)												
Code		Size			Jan	Feb		-		_	_	Aug			Nov	Dec	
	Air Freshener, Lavender Scent	5 pcs	950.00	Public Bidding	5												
	Sub-Total		33,250.00		10.5-6												
	Office Supplies and General Merchandise Products			*	31.0												
	Bamboo Tumbler with laser engraved VSU Branding, #GoGreen and #SDG	30 pcs	21,000.00	Public Bidding	30												
	Sub-Total		21,000.00											1			
	Trainings																
	Accommodation and Meals Package	60 pc	270,000.00	NP - Small Value Procurement		30	30										
	Sub-Total		270,000.00						-								
	Transportation (Plane & Boat Tickets)														/		
	Airfare ticket (Local)	2 lot	60,000.00	NP - Small Value Procurement			1								- 1		
	Sub-Total		60,000.00														
	TOTAL BUDGET:		552,250.00														

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

Prepared by:

LETTY JEAN C. LOR

Submitted by:

MARIA AURORA TERESITA W. TABADA

Unit Head/Project Leader

Date: 09/27/2024