

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



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

SCAN HERE



PPMP-2025-0808-290103

**PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)**  
**CY 2025**

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

CHARGED TO **GF-MOOE**

Project, Programs and Activities (PPAs):

To procure supplies and materials

PPMP #: **PPMP-2025-073025-1343**

Project Code: **EXT69**


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>Accommodation</b>															
	GREEN TRASH BAG	5 rolls	575.00	Public Bidding										5		
	<b>Sub-Total</b>		<b>575.00</b>													
	<b>Office Equipment</b>															
	Ink, Brother BT5000C Cyan	1 btls	500.00	Public Bidding										1		
	Ink, Brother BT5000M Magenta	1 btls	500.00	Public Bidding										1		
	Ink, Brother BT5000Y Yellow	1 btls	500.00	Public Bidding										1		
	Ink, Brother BT60BK, Black	6 btls	3,000.00	Public Bidding										6		
	<b>Sub-Total</b>		<b>4,500.00</b>													
	<b>Office Supplies</b>															
	Blue Ballpen 0.5mm/0.7mm	10 boxes	960.00	Public Bidding										10		
	Jumbo Paper Clips	6 Box of 100's	180.00	Public Bidding										6		
	Multi-Purpose Glue, 130 g	9 btl	540.00	Public Bidding										9		
	PAPER CLIPS VINYL COATED ASSORTED 33MM, 100pcs per box	10 box of 50's	250.00	Public Bidding										10		
	Paper Fastener Long Size 8 1/2"	15 box of 50's	2,250.00	Public Bidding										15		
	Pencil, #2, Medium, Yellow, 12pcs/box	5 Box of 12's	600.00	Public Bidding										5		
	Permanent Marker, Black, Broad tip, 12pcs	2 boxes	1,400.00	Public Bidding										2		



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
	Plastic bag (sando bag) 100pcs/pack large	3 pack	330.00	Public Bidding										3		
	Plastic bag (sando bag), jumbo size, 100 pcs/back	2 pack	400.00	Public Bidding										2		
	Sharpener, Pencil Heavy Duty good qlty	1 pieces	350.00	Public Bidding										1		
	Staple Wire, #35	9 boxes	315.00	Public Bidding										9		
	Tape, Double Sided, 3/4" x 10m	100 rolls	2,600.00	Public Bidding										100		
	Tape, Masking, 1/2" x 25 yards	60 rolls	1,500.00	Public Bidding										60		
	Tape, Transparent, 12mm x 50m	50 rolls	3,400.00	Public Bidding										50		
	Tissue, Bathroom, 2 Ply, 12rolls/pack	6 pack	1,500.00	Public Bidding										6		
	Transparent Plastic roll bags 8 x 12	1 roll	50.00	Public Bidding										1		
	Trash Bags/ Garbage Bags XXL 37" 30pcs/ 3 rolls	4 packs	1,000.00	Public Bidding										4		
	Vellum Board, Canary, A4, 220 GSM, 10 sheets per pack	5 pack of 10's	300.00	Public Bidding										5		
	Vellum Board, Pale Cream, A4, 220 GSM, 10 sheets per pack	5 pack of 10's	300.00	Public Bidding										5		
	Whiteboard Marker, refillable, black, 12 pc per box	1 box	850.00	Public Bidding										1		
	Whiteboard marker, refillable, blue, 12 pcs. per box	1 box	850.00	Public Bidding										1		
	<b>Sub-Total</b>		<b>19,925.00</b>													
<b>TOTAL BUDGET:</b>			<b>25,000.00</b>													

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

Prepared by:   
**LOVELY V. PADERES**

Submitted by:   
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Unit Head/Project Leader

Date: **08/08/2025**

  
**ALICIA M. FLORES** 301-25

