

☒ Original PPMP

☐ Revised (Changed items, same budget)

☐ Supplemental



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

SCAN HERE



PPMP-2025-0219-255353

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2025

END-USER/UNIT: **Disaster Resilience and Management**

CHARGED TO **GF-MOOE**

Project, Programs and Activities (PPAs):

1. Conduct seminars, workshops, trainings and drills related to disaster resilience.
2. Conduct public awareness campaigns on disaster resilience.
3. Preparation of office correspondence, monthly reports, minutes of meetings, etc.
4. Attendance and participation to local and international meetings/conferences

PPMP #: **PPMP-2025-021925-0979**

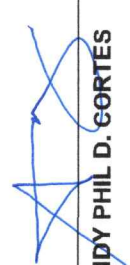
Project Code: **DRMO-2025**

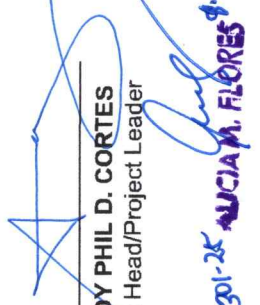
Code	General Description	Quantity / Size	Estimated Budget	Mode of Procurement	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	Construction and Electrical Supplies															
	10 lb Dry Chemical Fire Extinguisher (with bracket)	11 set	16,500.00	Public Bidding								11				
	Extension cord, 3 universal outlets, 5 meters. Power capacity, at least 2200W	2 pcs	700.00	Public Bidding								2				
	Extension wire with 4 gang Universal Convenience Outlet, at least 20 meters long	2 pcs	1,500.00	Public Bidding								2				
	Sub-Total		18,700.00													
	Food & Food Ingredients															
	Packed Meals (for Lunch or Dinner)	40 sets	8,000.00	Public Bidding									40			
	Snacks for Various University Activities	80 packs	6,400.00	Public Bidding									80			
	Sub-Total		14,400.00													
	Fuel & Lubricants															
	Diesel	80 liters	5,200.00	By Admin(In-house)									40		40	
	Sub-Total		5,200.00													

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
	IT Supplies and Equipment															
	1200 VA Line-Interactive UPS	2 unit	10,000.00	Public Bidding								2				
	50W Megaphone with handheld mic	1 set	4,600.00	Public Bidding								1				
	Dual Band Two-way Handheld Radio	10 set	25,000.00	Public Bidding								10				
	Wired Mouse (6 programmable buttons)	1 unit	1,500.00	Public Bidding								1				
	Sub-Total		41,100.00													
	Office Equipment															
	24-inch Desktop Monitor	1 pcs	8,000.00	Public Bidding								1				
	Desktop Computer (Unit Only) (Ready to Use)	1 unit	28,560.00	Public Bidding								1				
	Epson 001 ink, Black, 127ml, Genuine	4 btls	2,400.00	Public Bidding								4				
	Epson 001 ink, Cyan, Genuine	2 btls	700.00	Public Bidding								2				
	Epson 001 ink, Magenta, Genuine	2 btls	700.00	Public Bidding								2				
	Epson 001 ink, Yellow, Genuine	2 btls	700.00	Public Bidding								2				
	Printer, computer, continuous ink system, 4-in-1 (Print, Scan, Xerox copy, Fax with ADF)	2 unit	32,000.00	Public Bidding								2				
	USB Type Keyboard	1 pcs	500.00	Public Bidding								1				
	Sub-Total		73,560.00													
	Office Furniture & Fixture															
	Office Chair High Back Swivel Mesh Computer Comfort Reclining with Headrest & footrest	1 unit	8,000.00	Public Bidding								1				
	Office Table with steel legs and drawers	1 pc	13,000.00	Public Bidding								1				
	Sub-Total		21,000.00													
	Office Supplies															
	Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack, genuine	3 pack	480.00	Public Bidding								3				
	Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack, genuine	3 pack	720.00	Public Bidding								3				
	Clip Board, Plastic, with PVC Cover, Long, any color	3 pcs	666.00	Public Bidding								3				
	Clip, Double Binder, 1-1/4" (approx. 32mm), Black, 12 pcs/box	5 boxes	150.00	Public Bidding								5				
	Clip, Double Binder, 1" (approx. 25mm), Black, 12 pcs/box	5 boxes	125.00	Public Bidding								5				
	Clip, Double Binder, 2" (approx. 51mm) , Black, 12 pcs/box	3 boxes	225.00	Public Bidding								3				
	Clip, Double Binder, 3/4" (approx. 19mm) , Black, 12 pcs/box	5 boxes	125.00	Public Bidding								5				
	Desk Tape Dispenser	1 piece	500.00	Public Bidding								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
	Envelope, Expanding, Kraft board, w/ garter tie, Legal	30 pcs	420.00	Public Bidding								30				
	Envelope, Expanding, with garter tie, blue, long	20 pc	400.00	Public Bidding								20				
	Envelope, Expanding, with garter tie, green, long	30 pc	900.00	Public Bidding								30				
	Envelope, Expanding, with garter tie, violet, long	20 pc	300.00	Public Bidding								20				
	Ethyl Alcohol, 70%, 330 mL Spray	5 pc	600.00	Public Bidding								5				
	Ethyl Alcohol, 70%, 500 mL Bottle	5 500ml/bot	550.00	Public Bidding								5				
	Folder, File, Long, 14pts, White	40 piece	400.00	Public Bidding								40				
	Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (JUMBO)	4 pc	780.00	Public Bidding								4				
	Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Single)	6 pcs	1,200.00	Public Bidding								6				
	Paper, Bond, A4, S-24, 80 gsm	20 reams	5,780.00	Public Bidding								10	10			
	Pen, Permanent Marker, black, fine tip	8 pieces	480.00	Public Bidding								8				
	Pen, Permanent Marker, blue, fine tip	10 pieces	600.00	Public Bidding								10				
	Retractable Pen, 0.5 mm, Red	5 pc	500.00	Public Bidding								5				
	Retractable Pen, 0.5mm, Black	5 pc	500.00	Public Bidding								5				
	Retractable Pen, 0.7mm, Blue	8 pc	800.00	Public Bidding								8				
	Scissors, 8" heavy duty, good quality	2 pieces	150.00	Public Bidding								2				
	Stapler Flat clinch Standard Half strip	1 piece	1,000.00	Public Bidding								1				
	Tape, Duct, 2" x 25m, Black/Grey	3 rolls	540.00	Public Bidding								3				
	Tape, Masking, 1" x 25 yards	3 rolls	144.00	Public Bidding								3				
	Tape, Masking, 2" x 25 yards	3 rolls	285.00	Public Bidding								3				
	Tape, Packaging, 2" x 100 yards, Clear	5 rolls	375.00	Public Bidding								5				
	Tape, Transparent, 12mm x 50m	3 rolls	204.00	Public Bidding								3				
	Tape, Transparent, 24mm x 50m	5 rolls	600.00	Public Bidding								5				
	Sub-Total		20,499.00													
	TOTAL BUDGET:		194,459.00													

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

Prepared by: 
ANDY PHIL D. CORTES

Submitted by: 
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Unit Head/Project Leader

RECEIVED
14 AUG 2025

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