

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



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

SCAN HERE



PPMP-2024-0927-225791

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
 CY 2025

END-USER/UNIT: **Finance management Office**

CHARGED TO **GF-MOOE**

Project, Programs and Activities (PPAs):

For Office Use

PPMP #: **PPMP-2025-092524-0527**

Project Code: **Finance Management-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
	Food & Food Ingredients															
	Snacks AM	200 set	16,000.00	Framework Agreement			50		50		50		50			
	Snacks PM	135 packs	10,800.00	Framework Agreement				50	35		50					
	Sub-Total		26,800.00													
	Office Equipment															
	Bluetooth Wireless Speakers, 20W RMS, IPX7 waterproof	1 pc	1,500.00	Public Bidding	1											
	CPU (Central Processing Unit)	1 pc	15,000.00	Public Bidding	1											
	Epson 001 ink, Black, 127ml, Genuine	4 btls	2,400.00	NP - Agency to Agency	4											
	Epson 001 ink, Cyan, Genuine	3 btls	1,050.00	NP - Agency to Agency	3											
	Epson 001 ink, Magenta, Genuine	3 btls	1,050.00	NP - Agency to Agency	3											
	Epson 001 ink, Yellow, Genuine	3 btls	1,050.00	NP - Agency to Agency	3											
	Headset, USB Wired, Noise Cancelling, Rotatable Mic. Boom	2 unit	3,000.00	Public Bidding	2											
	Printer, Tank Ink System, 3 in 1 (Print, Scan, Copy)	1 unit	11,000.00	Public Bidding	1											
	UPS, 850VA/480W, with USB Communication Port	2 unit	12,000.00	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
	Sub-Total		48,050.00													
	Office Supplies															
	Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	2 pack	480.00	Public Bidding			2									
	Correction Tape, 10 meters	12 pcs	384.00	NP - Agency to Agency	12											
	Envelope, Expanding, with garter tie, brown, long	24 pc	480.00	NP - Agency to Agency			24									
	Envelope, Mailing, white, long, 500pcs/box	1 boxes	525.00	NP - Agency to Agency			1									
	Glass cleaner 500ml lemon w/spray	2 btls	400.00	Public Bidding			2									
	Laminating Film	1 roll	800.00	Public Bidding	1											
	Multi- Insect killer spray, 300ml	3 pc	657.00	Public Bidding	3											
	Overhead Projector Transparency Film (Sensitized Film) A4	2 boxes	4,000.00	Public Bidding	2											
	Paper, Bond, A4, S-24, 80 gsm	6 reams	1,734.00	NP - Agency to Agency			6									
	Pen, Permanent Marker, black, broad tip	2 pieces	120.00	NP - Agency to Agency	2											
	Pen, Permanent Marker, black, fine tip	2 pieces	120.00	NP - Agency to Agency	2											
	Pen, Sign, .5mm, Gel-type, Blue	24 piece	840.00	NP - Agency to Agency	24											
	Photo Paper Glossy A4	3 sheets	450.00	Public Bidding			3									
	Ready made curtain (mint green)	9 pcs	4,050.00	Public Bidding	9											
	Record Book, Big, 300 pages	5 pcs	775.00	NP - Agency to Agency			5									
	Rolled Paper Towel, 2 plys good qlty (Jumbo Towel)	2 rolls	220.00	Public Bidding	2											
	Specialty Paper, long, 8-1/2 x 13, 220gsm, color: cream (10pcs/pack)	3 pack	195.00	Public Bidding	3											
	Staple Wire, #35	6 boxes	210.00	NP - Agency to Agency			6									
	Tape, Masking, 2" x 25 yards	2 rolls	190.00	NP - Agency to Agency			2									
	Transparent Tape (1")	12 rolls	300.00	NP - Agency to Agency	12											
	Sub-Total		16,930.00													

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
	Vehicle Supplies															
	Diesel fuel	300 liters	25,200.00	NP - Agency to Agency		30	30	30	30	30	30	30	30	30	30	
	Sub-Total		25,200.00													
TOTAL BUDGET:			116,980.00													

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

Prepared by: _____

JOCELYN T. CO

Submitted by: _____

LOUELLA C. AMPAC
Unit Head/Project Leader



Date: 01/13/2025