

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



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

SCAN HERE



PPMP-2024-0926-225396

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
 CY 2025

END-USER/UNIT: **Human Resource Management Office**

CHARGED TO **GF-MOOE**

Project, Programs and Activities (PPAs):

1. Conduct of employee engagement and satisfaction survey per year
2. Revisit of faculty workload policy
3. Preparation of evidences for application on PRIME HRM Maturity Level 4 accreditation


PPMP #: **PPMP-2025-092524-0598**

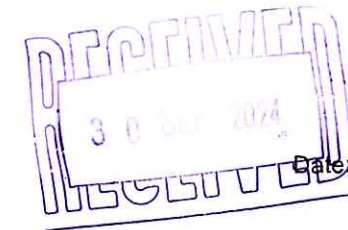
Code	General Description	Quantity / Size	Estimated Budget	Mode of Procurement	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	IT Supplies and Equipment															
	Ink, Epson 003,Genuine Black 65mL	5 btl	1,750.00	Public Bidding	5											
	Ink, EPSON 003,Genuine Cyan 65mL	5 btl	1,750.00	Public Bidding	5											
	Ink, EPSON 003,Genuine Magenta 65mL	5 btl	1,750.00	Public Bidding	5											
	Ink, EPSON 003,Genuine Yellow 65mL	5 btl	1,750.00	Public Bidding	5											
	Headset, USB Wired, Noise Cancelling, Rotatable Mic. Boom	2 unit	3,000.00	Public Bidding	2											
	Digital Voice Recorder	1 unit	5,000.00	Public Bidding	1											
	Desktop Computer, Assembled, 12th Gen Core i5, SDD and HDD	1 sets	49,000.00	Public Bidding		1										
	UPS 800W (for Computer)	1 unit	5,000.00	Public Bidding	1											
	Sub-Total		69,000.00													
	Office Supplies															
	Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	20 pack	3,200.00	Public Bidding	10						10					
	Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	20 pack	4,800.00	Public Bidding	10						10					
	Acetate, transparent, guage #8, approx. 50m/roll	1 rolls	2,940.00	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
	Folder, File, Long, 14pts, White	20 piece	200.00	Public Bidding	10						10					
	Folder, Pressboard, US, Yellow, Long	30 pieces	900.00	Public Bidding	10						10			10		
	Paper, Bond, A4, S-24, 80 gsm	10 reams	2,890.00	Public Bidding	5						5					
	Tape, Double Sided, 2" x 10m	10 rolls	1,200.00	Public Bidding	5						5					
	Pen, Sign, .5mm, Gel-type, Blue	50 piece	1,750.00	Public Bidding	25						25					
	PVC Plastic Cover, Long, 300micron	2 ream	1,700.00	Public Bidding	1						1					
	Sticky Note, 3 x 3, Yellow	10 pads	840.00	Public Bidding	10											
	Sub-Total		20,420.00													
	Vehicle Supplies															
	Diesel fuel	120 liters	10,080.00	Public Bidding	10	10	10	10	10	10	10	10	10	10	10	10
	Sub-Total		10,080.00													
	TOTAL BUDGET:		99,500.00													

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

Prepared by: 
RHEA P. BALLEBAS

Submitted by: 
HONEY SOFIA V. COLIS
Unit Head/Project Leader



Date: 09/26/2024


ALLAN M. FLORES