

☒ Original PPMP

☐ Revised (Changed items, same budget)

☐ Supplemental



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

SCAN HERE



PPMP-2024-0207-177033

INDICATIVE PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2025

Unit/Office/Dept/Div: Office of the Vice President for Planning, Resource Generation & Auxiliary Services
Project Code: OVPPRGAS
Purpose: For Office Use

Total Budget : 150,000.00
Funding : GF-MOOE
PPMP #: 136-5-43-2025-1-0-0

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Food & Food Ingredients																
Snacks AM (80.00)	100	packs	80.00	8,000.00	50			50								
Snacks PM (80.00)	100	packs	80.00	8,000.00	50			50								
Sub-Total				16,000.00												
IT Supplies and Equipment																
Computer Printer, All-in-One/Multifunction Colored-Ink Tank	1	unit	14,000.00	14,000.00	1											
Headset with Noise Cancelling Mic	2	unit	1,800.00	3,600.00	2											
Wireless Mouse	2	pcs	500.00	1,000.00	2											
Sub-Total				18,600.00												
Office Equipment																
Laminator Machine, A3	1	unit	5,000.00	5,000.00	1											
Sub-Total				5,000.00												
Office Supplies																
Alchol, Isopropyl, 70% solution, 500mL, pump type	6	btls	250.00	1,500.00	3			3								
Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	6	pack	115.00	690.00	3			3								
Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	6	pack	125.00	750.00	3			3								
Correction Tape, 10 meters	30	pcs	32.00	960.00	15			15								
Ballpen 50 Pieces, Blue	50	box of 50's	500.00	25,000.00	25			25								

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Sticky Flags, Repositionable Indexing Tab, 45x12mm, (20 sheets x 5 colors)/pack	10	pack	40.00	400.00	5			5								
Sticky Note, 2x0.6inch, Assorted colors	10	pack	70.00	700.00	5			5								
Paper, Book, A4 size, 80 gsm	30	reams	285.00	8,550.00	15			15								
Tissue, Bathroom, 2 Ply, 12rolls/pack	3	pack	204.00	612.00	3											
Kitchen paper towel	6	pack	100.00	600.00	6											
Clip, Double Binder, 3/4" (approx. 19mm) , Black, 12 pcs/box	10	boxes	25.00	250.00	5			5								
Clip, Double Binder, 1" (approx. 25mm), Black, 12 pcs/box	10	boxes	25.00	250.00	5			5								
Trash Bag (Garbage Bag), Large (15x15x37 inches), 10pcs/pack, Black	5	pack	65.00	325.00	3			2								
Disinfectant Spray, 340g	6	can	465.00	2,790.00	3			3								
PVC Plastic Cover, A4, 300micron	1	pack	850.00	850.00	1											
Ring Binder, plastic, 25mm ,1" black	20	pieces	40.00	800.00	20											
Ring Binder, plastic, 20mm, 3/4" black	20	pieces	22.00	440.00	20											
Sub-Total				45,467.00												
Printing Services																
Tarpaulin printing (3ft. x 4ft.)	5	piece	360.00	1,800.00	5											
Sub-Total				1,800.00												
Transportation																
Airfare tickets (MNL-TAC vv)	4	person	6,000.00	24,000.00	4											
Sub-Total				24,000.00												
Vehicle Supplies																
Diesel fuel	100	liters	84.00	8,400.00	100											
Sub-Total				8,400.00												
Grand Total				119,267.00												

Prepared by:

DALISAY F. ANDRES

Submitted by:

DILBERTO O. FERRAREN
Unit Head/Project Leader

{{-- Date: 02/07/2024

*Funding Sources: General Fund(GF), Trust Fund(TF, Special Trust Fund(STF), IGP, Supplemental or Augmentation

Note: Please make a separate PPMP for each funding source.

Categorize the entries such as Office Supplies, Office Appliance & Equipment, Office Furniture, Laboratory Supplies, IT Equipment, Construction & Electrical Supplies,