

70, Budget

☒ Original PPMP

☐ Revised (Changed items, same budget)

☐ Supplemental



Republic of the Philippines
VISA YAS STATE UNIVERSITY
Visca, Baybay City, Leyte

— SCAN HERE —



PPMP-2024-0824-224786

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2025

END-USER/UNIT: **Learning & Development and Human Resource Accreditation Office**

PPMP #: **PPMP-2025-092424-007'8**

Project Code: **LDHRAO-2025**

CHARGED TO **GF-MOOE**

Project, Programs and Activities (PPAs):

1. Conduct of Faculty and Staff Onboarding activities
2. Equal opportunity on training participation
3. Training effectiveness
4. Development of Faculty/Staff Development Plan for CY2-25
5. Crafting and implementation of Annual Training Plan
6. Development and Conduct of Work-Life Balance Programs

Ccode	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	12 btl	4,200.00	Public Bidding	12											
	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											
	Keyboard And Mouse Combo Bundle, USB powered	2 set	1,200.00	Public Bidding	2											
	Sub-Total		10,650.00													
	Office Supplies															
	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	5 boxes	375.00	Public Bidding	5											
	Envelope , Document, Brown, 150 lbs, Long	20 pc	140.00	Public Bidding	20											
	Envelope , Document, Brown, 150 lbs, Short	20 pc	100.00	Public Bidding	20											
	Folder, File, Long, 14pts, White	150 piece	500.00	Public Bidding	50											
	Hand Towel, cloth, cotton	5 piece	175.00	Public Bidding	5											

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
	Magazine Box / Data File Box / Datafile, horizontal, made of chipboards, closed ends, Legal (Double)	5 pcs	975.00	Public Bidding	5											
	Magazine Box / Data File Box / Datafile, horizontal, made of chipboards, closed ends, Legal (Single)	5 pcs	1,000.00	Public Bidding	5											
	Sticky Flags, Repositionable Indexing Tab, 45x12mm, (20 sheets x 5 colors)/pack	5 pack	200.00	Public Bidding	5											
	Paper, Photo, matte finish, 146GSM, 10 sheets/pack	5 pack	375.00	Public Bidding	5											
	Sticker Paper, high gloss A4 size, 50 sheets/pack	5 pack	2,000.00	Public Bidding	5											
	Paper, Construction, Assorted Colors, 20 sheets/pack	5 packs	230.00	Public Bidding	5											
	Paper, Laid 8 x 13 90gms Conqueror Peach	1 box of 50's	1,415.00	Public Bidding	1											
	Paper, Bond, A4, S-24, 80 gsm	20 reams	5,780.00	Public Bidding	5						15					
	Paper, Bond, Long, S-24, 80 gsm	5 reams	1,640.00	Public Bidding	5											
	Pen, Highlighter, yellow	2 pieces	90.00	Public Bidding	2											
	Pen, Sign, 0.4mm, Gel-type, Blue	12 boxes	3,600.00	Public Bidding	12											
	Record Book, 200 Pages	2 piece	180.00	Public Bidding	2											
	Fastener, Paper, plastic, 50 sets/box	5 boxes	200.00	Public Bidding	5											
	Stapler, HD No.35	2 pc	800.00	Public Bidding	2											
	Alcohol, Ethyl, 70% solution, 1 gallon	4 gallons	2,400.00	Public Bidding	1			1			1			1		
	Folder, Expanded, Long (Light Blue)	200 pcs	6,000.00	Public Bidding	75			125								
	Dishwashing Sponge	2 pcs	70.00	Public Bidding	1			1								
	Mouse Pad, Rubber	2 pad	500.00	Public Bidding	2											
	Pen, Ball, blue	1000 pieces	10,000.00	Public Bidding	500						500					
	Sub-Total		38,870.00													
	TOTAL BUDGET:		49,520.00													

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

Prepared by: 
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Submitted by: 
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Unit Head/Project Leader

Date: **10/03/2024**

