

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



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

SCAN HERE



PPMP-2024-0925-225072

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)  
 CY 2025

END-USER/UNIT: **University Review Services Office**

PPMP #: **PPMP-2025-092524-0525**

**CHARGED TO IGP**

Project, Programs and Activities(PPAs):

1. Review programs for LEPT, ALE, Forestry & Vet. Med.
2. Printing materials & equipment
3. Trainings

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
	<b>Food &amp; Food Ingredients</b>															
	Snacks AM	150 set	12,000.00	Public Bidding				100						50		
	Snacks PM	150 packs	12,000.00	Public Bidding				100						50		
	Lunch (Buffet Style) Menu#1	150 person	30,000.00	Public Bidding				100						50		
	<b>Sub-Total</b>		<b>54,000.00</b>													
	<b>IT Supplies and Equipment</b>															
	Ink, Epson 003,Genuine Black 65mL	5 btl	1,750.00	NP - Agency to Agency	1			1		1		1		1		
	Ink, EPSON 003,Genuine Cyan 65mL	5 btl	1,750.00	NP - Agency to Agency	1			1		1		1		1		
	Ink, EPSON 003,Genuine Magenta 65mL	5 btl	1,750.00	NP - Agency to Agency	1			1		1		1		1		
	Ink, EPSON 003,Genuine Yellow 65mL	5 btl	1,750.00	NP - Agency to Agency	1			1		1		1		1		
	<b>Sub-Total</b>		<b>7,000.00</b>													
	<b>Office Furniture &amp; Fixture</b>															
	Armchair (Study Chair)	24 pc	36,000.00	NP - Agency to Agency	24											
	<b>Sub-Total</b>		<b>36,000.00</b>													

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
	<b>Office Supplies</b>															
	Morocco board, A4, 100pcs/ream, 230 gsm, for cover, white	25 ream	11,250.00	NP - Agency to Agency	10						15					
	Morocco board, A4, 100pcs/ream, 230 gsm, for cover, blue	25 ream	11,250.00	NP - Agency to Agency	10						15					
	Morocco board, A4, 100pcs/ream, 230 gsm, for cover, gold	25 ream	11,250.00	NP - Agency to Agency	10						15					
	Paper, Bond, Short, S-20, 70 gsm	160 reams	39,200.00	NP - Agency to Agency	60						100					
	Paper, Bond, A4, S-24, 80 gsm	30 reams	8,670.00	NP - Agency to Agency	3	2	3	2	3	2	3	2	3	2	3	2
	Ring Binder, plastic, 38mm , 1-1/2" black	200 pieces	11,000.00	NP - Agency to Agency	100						100					
	Ring Binder, plastic, 22mm, 7/8" black	200 pieces	5,400.00	NP - Agency to Agency	100						100					
	Tape, Double Sided, 2" x 10m	10 rolls	1,200.00	NP - Agency to Agency	1	1	1	1	1		1	1	1	1	1	
	Tape, Masking, 1" x 25 yards	5 rolls	240.00	NP - Agency to Agency	1		1		1		1			1		
	Tape, Transparent, 12mm x 50m	5 rolls	340.00	NP - Agency to Agency	1		1			1	1			1		
	Pen, Whiteboard Marker, black	30 pieces	1,500.00	NP - Agency to Agency	3	2	2	3	2	3	3	2	3	3	2	2
	Pen, Whiteboard Marker, blue,	30 pieces	1,500.00	NP - Agency to Agency	3	2	2	3	2	3	2	3	2	3	3	2
	<b>Sub-Total</b>		<b>102,800.00</b>													
<b>TOTAL BUDGET:</b>			<b>199,800.00</b>													

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

Prepared by:

**MARILY V. SEVILLE**

Submitted by:

**CHRISTY M. DESADES**  
Unit Head/Project Leader



Date: **09/26/2024**

**ALICIA M. FLORES**

Note: *Marilyn*