

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



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

SCAN HERE



PPMP-2025-0307-259384

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
 CY 2025

END-
 USER/UNIT: **Accounting Office**

CHARGED TO TF

Project, Programs and Activities(PPAs):
 for office use


PPMP #: **PPMP-2025-030625-1003**
101T 2021050-
 Project Code: **6 Admin Cost**
TES 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
	Office Equipment															
	Laptop, 14" Core i5 11th Gen	1 unit	55,000.00	NP - Small Value Procurement				1								
	Sub-Total		55,000.00													
	Office Equipment and Appliances															
	Colored printer with scanner	1 unit	15,000.00	NP - Small Value Procurement				1								
	Sub-Total		15,000.00													
	Office Supplies															
	Contingency Fund (Petty Expenses)	1 lot	10,000.00	NP - Emergency Cases				1								
	Envelope, Expanding, with garter tie, green, long	50 pc	1,500.00	NP - Agency to Agency				50								
	Folder, Expanded, Long (Green)	50 pcs	1,500.00	NP - Agency to Agency				50								

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	200 piece	2,000.00	NP - Agency to Agency				200								
	Pen, Sign, .5mm, Gel-type, Blue	15 piece	525.00	NP - Agency to Agency				15								
	Sign Here Sticky Notes	10 pack	590.00	NP - Agency to Agency				10								
	Sub-Total		16,115.00													
TOTAL BUDGET:			86,115.00													

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

Prepared by: 
VALERIE Y. VERGIS

Submitted by: 
NICK FREDDY R. BELLO
Unit Head/Project Leader

Date: **03/07/2025**

Certified Availability of Funds:
