

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



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

SCAN HERE



PPMP-2024-1001-226572

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2025

END-USER/UNIT: **Department of Pure and Applied Chemistry**
CHARGED TO **GF-MOOE** **[GAA]**
 Project, Programs and Activities (PPAs):
 Office use

PPMP #: **PPMP-2025-092424-0069**
 Project Code: **DoPAC - Higher Education**

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
	Accommodation															
	Accommodation	35 person	24,500.00	NP - Small Value Procurement												35
	Sub-Total		24,500.00													
	Construction and Electrical Supplies															
	LED Bulb 18w	10 pc	3,000.00	NP - Small Value Procurement	10											
	Sub-Total		3,000.00													
	Food & Food Ingredients															
	Snacks AM	120 set	9,600.00	NP - Small Value Procurement		54					66					
	Snacks PM	120 packs	9,600.00	NP - Small Value Procurement		54					66					
	Lunch #12	4 person	1,000.00	NP - Small Value Procurement		2					2					

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
	Meal (Breakfast)	70 pc	10,500.00	NP - Small Value Procurement												70
	Packed Meals for Lunch (200.00)	70 packs	14,000.00	NP - Small Value Procurement												70
	Packed Meals (Dinner) Menu#5	70 packs	14,000.00	NP - Small Value Procurement												70
	Sub-Total		58,700.00													
	Fuel & Lubricants															
	Diesel Fuel	70 L	4,900.00	NP - Small Value Procurement												70
	Sub-Total		4,900.00													
	Hardware															
	Door Knob	2 piece	2,000.00	NP - Small Value Procurement	2											
	Sub-Total		2,000.00													
	IT Supplies and Equipment															
	Ink, Epson 003,Genuine Black 65mL	9 btl	3,150.00	Direct Contracting	5					4						
	Ink, Gestetner DX2430M, Reisograph Copy Printer Master. 390g	3 piece	5,880.00	Direct Contracting	3											
	Ink, Gestetner DX-2430 Reisograph Copy Printer, 500ml	5 pieces	5,401.20	Direct Contracting	5											
	Sub-Total		14,431.20													
	Office Furniture & Fixture															
	Ready Made Curtain, Dark/Smoke Gray Color	15 piece	6,000.00	NP - Small Value Procurement	15											
	Sub-Total		6,000.00													
	Office Supplies															
	Soap, Detergent, Powder, 1 kilo/pack, any scent	12 kl	1,800.00	NP - Small Value Procurement		6				6						

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	150 piece	1,500.00	Public Bidding	100					50						
	Energizer AA Batteries	1 sets	230.00	NP - Small Value Procurement	1											
	Paper, Bond, Long, S-20, 70 gsm	49 reams	14,014.00	NP - Small Value Procurement	49											
	Paper, Bond, A4, S-24, 80 gsm	112 reams	32,368.00	NP - Small Value Procurement	60					52						
	Envelope, Document, Brown, 150 lbs, Long	50 pc	350.00	NP - Small Value Procurement	50											
	Folder, Expanded, Long (Light Blue)	75 pcs	2,250.00	NP - Small Value Procurement	50					25						
	Envelope, Expanding, with garter tie, blue, long	100 pc	2,000.00	Public Bidding	50					50						
	Tape, Double Sided, 1" x 10m	6 rolls	270.00	NP - Small Value Procurement	6											
	Transparent Tape (1")	12 rolls	300.00	NP - Small Value Procurement	6					6						
	Masking Tape, 1"	7 rolls	420.00	NP - Small Value Procurement	7											
	Jumbo Paper Clips	10 Box of 100's	300.00	NP - Small Value Procurement	10											
	Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	30 boxes	600.00	Public Bidding	20					10						
	Stapler, HD No.35	1 pc	400.00	NP - Small Value Procurement	1											
	Staple Wire, #35	3 boxes	105.00	NP - Small Value Procurement	1					2						
	Sign Pen, Fine Tech, 0.3 mm, Blue (12 pcs/box)	7 boxes	2,450.00	NP - Small Value Procurement	7											

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
	Sign Pen, Fine Tech, 0.3 mm, Blue Refill	50 pcs	1,000.00	NP - Small Value Procurement	24					26						
	Ink, Refill, for Whiteboard Marker, Blue, 30mL	2 btls	330.00	NP - Small Value Procurement	2											
	Pen, Whiteboard Marker, blue,	10 pieces	500.00	NP - Small Value Procurement	5					5						
	Chalk, White, Dustless, 100 pcs/box	8 boxes	600.00	NP - Small Value Procurement	4					4						
	Puncher, 2 holes, heavy duty	1 pieces	900.00	NP - Small Value Procurement	1											
	Eraser, Blackboard, wood design, Big (3x13x5cm)	12 pcs	672.00	NP - Small Value Procurement	6					6						
	Bleach Original, 250mL/btl	22 btls	550.00	NP - Small Value Procurement	11					11						
	Chlorine Granules, 1kg/pack	2 packs	400.00	NP - Small Value Procurement	1					1						
	Stick Broom (tingting) 6" from the top, approx 370 pcs	10 piece	600.00	NP - Small Value Procurement	5					5						
	Broom, Soft (Tambo), Large, Heavy Duty	16 pcs	4,000.00	NP - Small Value Procurement	8					8						
	360° Rotatable Spin Mop with Handle	2 unit	3,400.00	Public Bidding	1					1						
	LADDER ALUMINUM 8 STEP DOUBLE SIDE	1 unit	4,000.00	Public Bidding	1											
	Toilet Brush with Holder	7 set	1,260.00	NP - Small Value Procurement	7											
	Toilet Bowl Cleaner, at least 1 gallon	2 gal	790.00	NP - Small Value Procurement	1					1						

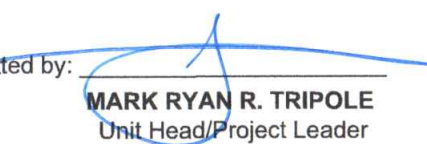
Code	General Description	Quantity / Size	Estimated Budget	Mode of Procurement	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	Fabric Conditioner, Antibacterial, Refill, 1.5L, any scent	4 pack	1,400.00	NP - Small Value Procurement	2					2						
	Dust pan, plastic, stand-up handle, large	6 pc	840.00	NP - Small Value Procurement	3					3						
	Dishwashing Liquid Soap, Refill 350ml	12 pack	1,800.00	NP - Small Value Procurement	6					6						
	Padlock, Brass 40mm	2 pcs	3,800.00	NP - Small Value Procurement	2											
	Index Tab, PVC self adhesive 6" x 1", 25pcs/box	3 set	1,200.00	NP - Small Value Procurement	2					1						
	Sub-Total		87,399.00													
	Trainings															
	Training Venue (CCE 2nd Floor)	1 day	4,000.00	NP - Small Value Procurement		1										
	Venue Rental for the Training Workshop	2 day	8,000.00	NP - Small Value Procurement												2
	Sub-Total		12,000.00													
	Transportation (Plane & Boat Tickets)															
	Boat Ticket (Local)	1 pc	1,500.00	NP - Small Value Procurement		1										
	Sub-Total		1,500.00													
	TOTAL BUDGET:		214,430.20													

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: **10/01/2024**




AUZIA M. FLORES