

☒ Original PPMP

☐ Revised (Changed items, same budget)

☐ Supplemental



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

SCAN HERE



PPMP-2024-0208-177163

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)  
CY 2025

Unit/Office/Dept/Div: **DYDC FM**  
Project Code: **Radio Station DYDC**  
Purpose: **Supplies**

Total Budget : **150,000.00**  
Funding : **GF-MOOE**  
PPMP #: **105-5-606-2025-1-0-0**

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
<b>Hardware</b>																
LED Bulb, 13 watts, 87% Energy Saving	20	pcs	250.00	5,000.00			10							10		
Door Knob	2	piece	1,000.00	2,000.00										2		
<b>Sub-Total</b>				<b>7,000.00</b>												
<b>IT Supplies and Equipment</b>																
Epson 001 ink, Black, 127ml, Genuine	4	btls	600.00	2,400.00			2							2		
Epson 001 ink, Cyan, Genuine	2	btls	350.00	700.00			2									
Epson 001 ink, Magenta, Genuine	2	btls	350.00	700.00			2									
Epson 001 ink, Yellow, Genuine	2	btls	350.00	700.00			2									
Keyboard And Mouse Combo Bundle, USB powered	3	set	600.00	1,800.00										3		
HD Webcam	2	pc	5,200.00	10,400.00			2									
UPS 800W ( for Computer)	4	unit	5,000.00	20,000.00			2							2		
Video Card	1	unit	9,000.00	9,000.00			1									
Photography Camera Tripod, Lightweight	2	unit	3,000.00	6,000.00										2		
Digital Voice Recorder	2	unit	5,000.00	10,000.00			1							1		
<b>Sub-Total</b>				<b>61,700.00</b>												
<b>Office Equipment</b>																
Video Camera	1	unit	13,000.00	13,000.00			1									
<b>Sub-Total</b>				<b>13,000.00</b>												
<b>Office Furniture &amp; Fixture</b>																
Metal filing shelves, open, 4 layers	1	unit	10,000.00	10,000.00										1		
<b>Sub-Total</b>				<b>10,000.00</b>												

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
<b>Office Supplies</b>																
Air Freshener, Scented Gel, at least 180g, Lemon/Orange Scent	12	pcs	200.00	2,400.00			6							6		
Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	12	tubes	220.00	2,640.00			6							6		
Alcohol, Ethyl, 70% solution, 500mL	24	btls	125.00	3,000.00			12							12		
Paper, Bond, A4, S-20, 70 gsm	20	reams	253.00	5,060.00			10							10		
Paper, Bond, Long, S-20, 70 gsm	10	reams	286.00	2,860.00			5							5		
Soap, Detergent, Powder, 1 kilo/pack, any scent	12	kl	150.00	1,800.00			6							6		
Soap, Dishwashing, Liquid, 250mL	12	btls	150.00	1,800.00			6							6		
Pen, Sign, .5mm, Gel-type, Blue	50	piece	35.00	1,750.00			25							25		
Folder, File, Long, 14pts, White	100	piece	10.00	1,000.00			50							50		
Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	12	pack	125.00	1,500.00			6							6		
Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	12	pack	115.00	1,380.00			6							6		
Steel Cabinet, 4 drawers with lock, vertical, black	1	unit	11,000.00	11,000.00			1									
<b>Sub-Total</b>				<b>36,190.00</b>												
<b>Grand Total</b>				<b>127,890.00</b>												

Prepared by: EDDIE M. ISRAEL

Submitted by: MIKAELA M. GONGORA  
Unit Head/Project Leader

Date: **02/08/2024**

\*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, Farm & Agricultural Supplies, Feeds & Feed Ingredients, Medical & Dental Supplies, Auto Supplies