

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



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

SCAN HERE



PPMP-2024-0926-225426

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
 CY 2025

END-USER/UNIT: Office of the Vice President for Research, Extension and Innovation

PPMP #: PPMP-2025-092524-0529

CHARGED TO GF-MOOE

Project, Programs and Activities (PPAs):

SUPPLIES FOR 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
	Construction and Electrical Supplies															
	Square Bar, 12mm x 6 meters	20 length	6,000.00	NP - Small Value Procurement				20								
	Hardiflex Senepa 12 mm x 12" x 8'	22 piece	11,000.00	NP - Small Value Procurement					22							
	Tex screw, wood #2	100 pcs	175.00	NP - Small Value Procurement					100							
	Sanitary Pipe, (PVC) 4" Ø x 10', S-1000	2 pcs	1,500.00	NP - Small Value Procurement					2							
	Sanitary Fittings, (PVC) Tee, 2" x 2", S-1000	3 pc	255.00	NP - Small Value Procurement					3							
	Nails, Common Wire, 2-1/2"	5 kilos	450.00	NP - Small Value Procurement					5							
	Ridge Roll, 0.6mm x 2.40 big, pre painted	6 pcs	6,600.00	NP - Small Value Procurement					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
	Valley Gutter, 0.60mm x 2.40mm, Pre-painted	4 pcs	2,400.00	NP - Small Value Procurement					4							
	G.I sheet, plain, gauge 26, 4ft x 8ft	2 sheets	2,600.00	NP - Small Value Procurement					2							
	Sub-Total		30,980.00													
	Farm Tools and Equipment															
	Inverter type Portable Welding Machine 360A	1 unit	15,000.00	Public Bidding			1									
	Sub-Total		15,000.00													
	Food & Food Ingredients															
	Lunch (Buffet Style) Menu#1	2140 person	428,000.00	NP - Small Value Procurement						1140	1000					
	Snacks AM (80.00)	1640 packs	131,200.00	NP - Small Value Procurement						1640						
	Snacks PM (80.00)	1640 packs	131,200.00	NP - Small Value Procurement						1640						
	Sub-Total		690,400.00													
	Hardware															
	Impact Hand Drill, (Cordless)	1 unit	10,000.00	Public Bidding			1									
	Plywood, Marine, 3/4"(thickness) x 4' x 8'	20 piece	33,000.00	Public Bidding				20								
	Wood glue	10 kl	4,500.00	Public Bidding				10								
	Roof Sealant, All-Purpose, 1L/can	10 cans	5,400.00	Public Bidding				10								
	Paint, Metal Primer, Red Oxide	10 gallon	9,000.00	Public Bidding				10								
	Nails, Common Wire, 1"	2 kl	180.00	Public Bidding				2								
	Nails, Common Wire, 2"	2 kl	180.00	NP - Small Value Procurement				2								
	Nails, Common Wire, 3"	6 kl	540.00	NP - Small Value Procurement				6								
	Nails, Common Wire, 4"	12 kl	1,080.00	NP - Small Value Procurement				12								

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
	Paint, Latex Flat, White	10 gallon	9,000.00	NP - Small Value Procurement				10								
	Plywood, Marine, 1/4"(thickness) x 4' x 8'	26 piece	15,080.00	NP - Small Value Procurement				26								
	Steel Bar, Round (plain), 8mm x 6m	50 length	10,000.00	NP - Small Value Procurement				50								
	Paint, Latex, Chocolate Brown	10 gallon	9,500.00	NP - Small Value Procurement					10							
	Paint, Roof, White (laguna)	165 gallon	132,000.00	Public Bidding					165							
	Paint Brush, Roller with handle, 7"	5 piece	500.00	NP - Small Value Procurement					5							
	Abrasive Paper, Sand Paper Grit #120, 9" x 11"	50 sheet	1,500.00	NP - Small Value Procurement					50							
	Paint, TTC, Raw Sienna, Latex	4 L	2,000.00	NP - Small Value Procurement					4							
	Sub-Total		243,460.00													
	IT Supplies and Equipment															
	Epson 001 ink, Black, 127ml, Genuine	15 btls	9,000.00	NP - Small Value Procurement			15									
	Epson 001 ink, Cyan, Genuine	10 btls	3,500.00	NP - Small Value Procurement			10									
	Epson 001 ink, Magenta, Genuine	10 btls	3,500.00	NP - Small Value Procurement			10									
	Epson 001 ink, Yellow, Genuine	10 btls	3,500.00	NP - Small Value Procurement			10									
	External Hard Drive, 1 TB	2 unit	7,000.00	NP - Small Value Procurement			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
	Printer, Tank Ink System, 3 in 1 (Print, Scan, Copy)	2 unit	22,000.00	Public Bidding			2									
	Photography Camera Tripod, Lightweight	1 unit	3,000.00	NP - Small Value Procurement			1									
	24-inch Desktop Monitor	1 pcs	8,000.00	NP - Small Value Procurement			1									
	System Unit (CPU), Core i7 8GB RAM (Assembled)	1 unit	40,000.00	Public Bidding			1									
	Scanner, Document, A4 Duplex Sheet-fed	1 unit	49,999.00	Public Bidding					1							
	LCD Projector SVGA (800x600)	1 unit	30,000.00	Public Bidding					1							
	Sub-Total		179,499.00													
	Office Equipment															
	Air Condition, Split type, Inverter, 1.5 HP	1 set	45,000.00	Public Bidding			1									
	Sub-Total		45,000.00													
	Office Furniture & Fixture															
	Polyurethane Top Coat	10 liter	6,600.00	NP - Small Value Procurement				10								
	Sub-Total		6,600.00													
	Office Supplies															
	Alcohol, Ethyl, 70% solution, 1 gallon	6 gallons	3,600.00	NP - Small Value Procurement			6									
	Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	10 tubes	2,200.00	NP - Small Value Procurement			10									
	PAPER CLIPS VINYL COATED ASSORTED 33MM, 100pcs per box	10 box of 50's	250.00	NP - Small Value Procurement			10									
	Battery, Rechargeable, AA (4pcs) w/ Charger	1 set	3,680.00	NP - Small Value Procurement			1									
	Paper, Bond, A4, S-24, 80 gsm	100 reams	28,900.00	NP - Small Value Procurement			100									
	Vellum Board, Canary, A4, 220 GSM, 10 sheets per pack	50 pack of 10's	3,000.00	NP - Small Value Procurement			50									

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	Vellum Board, Pale Cream, A4, 220 GSM, 10 sheets per pack	50 pack of 10's	3,000.00	NP - Small Value Procurement			50									
	Sticker Paper, high gloss A4 size, 50 sheets/pack	4 pack	1,600.00	NP - Small Value Procurement			4									
	Laminating Film, A4, 100 shts/box, 250 microns	2 boxes	2,860.00	NP - Small Value Procurement			2									
	Tissue, Bathroom, 2 Ply, 12rolls/pack	20 pack	4,080.00	NP - Small Value Procurement			20									
	Pen, Ball, blue	150 pieces	1,500.00	NP - Small Value Procurement			150									
	Pen, Sign, .5mm, Gel-type, Blue	50 piece	1,750.00	NP - Small Value Procurement			50									
	Pencil, Lead, #2, w/ eraser	500 pieces	5,000.00	NP - Small Value Procurement			500									
	Stapler, HD No.35	3 pc	1,200.00	NP - Small Value Procurement			3									
	Staple Wire, #35	5 boxes	175.00	NP - Small Value Procurement			5									
	Pen, Permanent Marker, black, broad tip	15 pieces	900.00	NP - Small Value Procurement			15									
	Pen, Whiteboard Marker, black	10 pieces	500.00	NP - Small Value Procurement			10									
	Green Data Filer, Legal, Double	10 pc	2,000.00	NP - Small Value Procurement			10									
	Index Tab, transparent, self-adhesive, transparent, 5sets/box	10 boxes	900.00	NP - Small Value Procurement			10									

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					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	Folder, Pressboard, US, Green, Long	500 pcs	17,500.00	NP - Small Value Procurement			500									
	Fastener, Paper, plastic, 50 sets/box	5 boxes	200.00	NP - Small Value Procurement			5									
	Broom, Soft (Tambo), Large, Heavy Duty	10 pcs	2,500.00	NP - Small Value Procurement			10									
	Folder, Sliding, Plastic, w/ Binder, A4, Transparent	50 piece	500.00	NP - Small Value Procurement			50									
	Folder, Sliding, Plastic, w/ binder, Long, transparent	20 pcs	200.00	NP - Small Value Procurement			20									
	ID Jacket, ziplocked, size 4R	500 pc	17,500.00	NP - Small Value Procurement			500									
	Tape, Double Sided, 1" x 10m	10 rolls	450.00	NP - Small Value Procurement			10									
	Tape, Double Sided, 2" x 10m	10 rolls	1,200.00	NP - Small Value Procurement			10									
	Tape, Double Sided, 3/4" x 10m	5 rolls	130.00	NP - Small Value Procurement			5									
	Pen, Highlighter, yellow	5 pieces	225.00	NP - Small Value Procurement			5									
	Desk Tape Dispenser	2 piece	1,000.00	NP - Small Value Procurement			2									
	Calculator, desktop-type, 12 digits, 2-way power, plastic keys	3 unit	3,000.00	NP - Small Value Procurement			3									
	Rubber band	3 boxes	90.00	NP - Small Value Procurement			3									

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					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	Sticky Note, 2x0.47inch, Assorted colors	10 pack	700.00	NP - Small Value Procurement			10									
	Sign Here Sticky Notes	10 pack	590.00	NP - Small Value Procurement			10									
	Sticky Note, 2 x 3, Yellow	5 pads	395.00	NP - Small Value Procurement			5									
	Sharpener, Pencil Heavy Duty good qlty	2 pieces	700.00	NP - Small Value Procurement			2									
	Disposable paper cups, approx 8 oz cap., 50 pcs. per pack	25 packs	3,000.00	NP - Small Value Procurement			25									
	Utility Box, Plastic, with handle	1 pcs	650.00	NP - Small Value Procurement			1									
	Binder Clip, 1.5", black	100 pcs	750.00	NP - Small Value Procurement			100									
	Binder Clip, 2", black	100 pcs	850.00	NP - Small Value Procurement			100									
	Cleaner, Glass, 500mL, spray type, any scent	5 btls	1,100.00	NP - Small Value Procurement			5									
	Sticky Flags, Repositionable Indexing Tab, 45x12mm, (20 sheets x 5 colors)/pack	10 pack	400.00	NP - Small Value Procurement			10									
	Pen, Highlighting, asstd color	15 pcs	375.00	NP - Small Value Procurement			15									
	Wireless Microphone	1 set	5,500.00	NP - Small Value Procurement					1							
	Sub-Total		126,600.00													
	Office Supplies and General Merchandise Products															

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
	Soap, Dishwashing, Liquid, 1 Gal	4 gal	1,600.00	NP - Small Value Procurement			4									
	<i>Sub-Total</i>		1,600.00													
TOTAL BUDGET:			1,339,139.00													

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

Prepared by: _____

REX D. BESAVILLA

Submitted by: _____

IVY C. EMNACE
Unit Head/Project Leader

Date: 09/27/2024