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

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

SCAN HERE
PPMP-2024-0930-226198

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2025

VICE PRESIDENT FOR ADMINISTRATION & FINANCE
RECEIVED
DATE: 9-30-24
BY:
VSU, BAYBAY CITY

END-USER/UNIT: **University Services Health, Emergency & Rescue**
CHARGED TO GF-MOOE
PPMP #: **PPMP-2025-092924-0714**
Project, Programs and Activities(PPAs):
PPMP 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
	Communication/Courier Services															
	Smart Prepaid Cell Card, 300Php	30 pc	9,900.00	NP - Agency to Agency	8			8			8			6		
	Sub-Total		**9,900.00**													
	Construction and Electrical Supplies															
	LED Bulb, 15 watts	300 pcs	90,000.00	NP - Agency to Agency				100			100			100		
	LED Bulb, 9 watts	150 pcs	22,500.00	NP - Agency to Agency				50			50			50		
	Caution Tape Barricade Roll	2 roll	970.00	NP - Small Value Procurement	2											
	Sub-Total		**113,470.00**													
	IT Supplies and Equipment															
	Toner Kit,Ecosys M2540 dn/L	10 btls	80,000.00	NP - Agency to Agency	7								3			
	Sub-Total		**80,000.00**													
	Medical & Dental Supplies & Equipment															
	Renewal Fee DOH	1 Yearly	5,500.00	NP - Agency to Agency									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
	Philhealth Renewal Fee	1 Yearly	3,000.00	NP - Agency to Agency									1			
	Philippine Hospital Association Fee	1 Yearly	1,200.00	NP - Agency to Agency									1			
	DENR Fee (Discharge Permit)	1 Yearly	2,100.00	NP - Agency to Agency	1											
	Clinical Laboratory DOH Renewal Fee	1 Yearly	2,000.00	NP - Agency to Agency									1			
	Water Refill (5 Gallons/Bottle)	480 gallons	12,000.00	NP - Small Value Procurement	40	40	40	40	40	40	40	40	40	40	40	40
	WATER ANALYSIS	20 btl	8,000.00	NP - Agency to Agency		10						10				
	WATER ANALYSIS (PHYSICOCHEMICAL)	10 sample	15,000.00	NP - Agency to Agency								10				
	Ambulance Service Provider Fee (DOH)	1 Yearly	5,000.00	NP - Agency to Agency									1			
	Ambulance Unit Fee (DOH)	1 Yearly	1,000.00	NP - Agency to Agency									1			
	Clinical Lab NEQAS PARASITOLOGY	1 Yearly	5,000.00	NP - Agency to Agency						1						
	Sub-Total		**59,800.00**													
	Office Equipment and Appliances															
	Ceiling fan	8 pc	20,000.00	NP - Agency to Agency				2			2			2		2
	heavy duty foldable table	7 pcs	21,000.00	NP - Agency to Agency	4			3								
	Sub-Total		**41,000.00**													
	Office Furniture & Fixture															
	Monobloc chairs	100 piece	40,000.00	NP - Agency to Agency				50			50					
	Sub-Total		**40,000.00**													
	Office Supplies															
	A4 Bond Paper, 70 GSM (5 reams/box)	40 boxes	50,000.00	NP - Agency to Agency	20						14			6		
	Folder, File, Long, 14pts, White	1000 piece	10,000.00	NP - Agency to Agency			250			250			250			250

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
	Stapler, HD No.35	8 pc	3,200.00	NP - Small Value Procurement	5						3					
	Staple Wire, #35	50 boxes	1,750.00	NP - Small Value Procurement	20			10			10			10		
	A4 Matte Photo Paper	12 packs	840.00	NP - Agency to Agency	7						5					
	Certificate Jacket A4	20 pcs	800.00	NP - Agency to Agency				10			10					
	Paper, Specialty 200gsm 8-1/2x11, 10s, White	10 packs	450.00	NP - Agency to Agency				5			5					
	Specialty, board, long 8-1/2 x 13, 220 gsm, white, vellum, 10pcs/pack	15 pack	1,275.00	NP - Agency to Agency	8						7					
	Fastener, Paper, non-rust metal, 50 sets/box	50 boxes	2,500.00	NP - Small Value Procurement	25						25					
	Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double)	25 pcs	4,875.00	NP - Agency to Agency	15						10					
	Ballpen 50 Pieces, Blue	10 box of 50's	5,000.00	NP - Small Value Procurement				4			3			3		
	Universal Ink - black (1 liter)	10 btl	4,500.00	NP - Small Value Procurement	5						5					
	Universal Ink - CYAN (1 liter)	6 btl	2,700.00	NP - Small Value Procurement	3						3					
	Universal Ink - YELLOW (1 liter)	6 btl	2,700.00	NP - Small Value Procurement	3						3					
	Universal Ink - MAGENTA (1 liter)	5 btl	2,250.00	NP - Small Value Procurement	3						2					
	Paper, Bond, Long, S-20, 70 gsm	250 reams	71,500.00	NP - Agency to Agency	170								80			
	Official Record Book (8.5" x 11" 500 pages)	30 pcs	5,550.00	NP - Small Value Procurement	15						15					

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
	Lever Arch File Folder, Horizontal, with Ring Binder & Metal Finger Pull, Size: 3", Long (Black)	15 pcs	2,100.00	NP - Small Value Procurement	10						5					
	Glue, White, All-purpose, 1 gallon	4 gallons	2,400.00	NP - Small Value Procurement	2			2								
	Pen, Pentel Pen, Fine blue & black	10 pcs	500.00	NP - Small Value Procurement	10											
	Ink, Refill, for Permanent Marker, Black, 30mL	3 btls	345.00	NP - Small Value Procurement	3											
	Ink, Refill, for Permanent Marker, Blue, 30mL	3 btls	345.00	NP - Small Value Procurement	3											
	Clear Book (Display Book), Refillable, Legal, 20 shts, any color	13 pcs	1,014.00	NP - Small Value Procurement	13											
	Clear Book Refills, Legal (10pcs/set)	5 sets	210.00	NP - Small Value Procurement							5					
	Puncher, Heavy Duty	6 pieces	2,700.00	NP - Small Value Procurement	3			3								
	Tape Dispenser, 2" big, any color	5 piece	1,750.00	NP - Small Value Procurement	3						2					
	5-Tier File Rack Metal Mesh Stackable Letter Tray Scratch-Resistant Magazine Letter Paper Document Home Office Desk Supplies	6 unit	2,700.00	NP - Agency to Agency	4			2								
	Folder, Pressboard, US, Yellow, Long	30 pieces	900.00	NP - Small Value Procurement	20						10					
	Folder, Pressboard, US, Green, Long	30 pcs	1,050.00	NP - Small Value Procurement	30											
	Photo Sticker Paper, Glossy, A4 size, 20 sheets/pack	5 pack	600.00	NP - Small Value Procurement	5											

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
	Masking Tape, Brown, 2"	8 rolls	560.00	NP - Small Value Procurement	4						4					
	Tape, Double Sided, 1" x 10m	7 rolls	315.00	NP - Small Value Procurement	4						3					
	Sub-Total		**187,379.00**													
	Professional Services															
	NEQAS HEMATOLOGY	1 Yearly	4,000.00	NP - Agency to Agency	1											
	Sub-Total		**4,000.00**													
TOTAL BUDGET:			**535,549.00**													

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

Prepared by: **CLARA P. MERCADO**

Submitted by: **ELWIN JAY V. YU**
Unit Head/Project Leader

RECEIVED
30 SEP 2024
ALICIA M. FLORES

Date: **09/30/2024**