



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-012225-0886**

Dept./Office: **ICTMC**

PR No.: **STF-2025-01-00079**

Date: **01-23-2025**

Section/End-User: **Marco L. Cabras**

Category: **Office Equipment**

Funding Source: **Special Trust Fund - Capital Outlay**

Project Title/Code: **Subscription of Zoom and Google Workspace**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Renewal of Google Workspace for Education	lot	1	3,400,000.00		3,400,000.00

Specification:

Subscription Details:

- **Duration:** 1 year
- **Licenses:**
 - **Students:** 20,000
 - **Staff:** 5,000
- **Domain:** @vsu.edu.ph

Included Features:

- **Gmail and Other Google Apps**
- **Cloud Storage:**
 - **Total:** 100 TB of pooled storage
 - **Per User:** 20 GB additional storage per licensed user
- **Google Meet Recording**
- **Shared Drives**
- **Context-Aware Access**
- **Endpoint and Mobile-Device Management**
- **Advanced Mobile-Device Management**

Training and Support:

- **Professional Training Services:** Included to maximize Workspace subscription
- **Certification:** Supplier must be a Google for Education-certified trainer
- **Services Offered:** Supplier must identify and provide details
- **Terms and Conditions:** Supplier must provide complete terms and conditions for review by the end-user

2	Renewal of Zoom Meetings	lot	1	170,000.00		170,000.00
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Specification:

1. 40 Licenses for Zoom Meetings for Education for 1 year
2. 1 Zoom Webinar with 500 Attendees for 1 year

3. 5 Large meetings with 1000 participants for 1 year

TOTAL

3,570,000.00

Purpose: Renewal of Google Workspace & Zoom

Checked by:


NORMAN O. VILLAS

Funds Available:


ALICIA M. FLORES

TWG - Office Equipment

HEAD, BUDGET OFFICE

py-co workspace

Signature:

Printed Name:

Designation:

Prepared by:

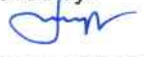

MARCO L. CABRAS

Noted by:


NORMAN O. VILLAS

UNIT HEAD, PROJECT LEADER

Approved by:


PROSE IVY G. YEPES

PRESIDENT, VSU