



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

SCAN HERE



PPMP-2025-0811-290383

# PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) NO. 01

☐ INDICATIVE ☒ FINAL

Fiscal Year: **2025**

End-user or Implementing Unit: **Gender Resource Center**

PROCUREMENT PROJECT DETAILS					PROJECTED TIMELINE (MM/YYYY)			FUNDING DETAILS		Attached Supporting Documents	Remarks
General Description and Objective of the Project to be Procured	Type of the Project to be Procured (Goods, Infrastructure, Consulting Services)	Quantity and Size of the Project to be Procured	Recommended Mode of Procurement	Pre-Procurement Conference (Yes/No)	Start of Procurement Activity	End of Procurement Activity	Expected Delivery/Implementation Period	Source of Funds	Estimated Budget / Authorized Budgetary Allocation (Php)		
<b>Food and Services</b>											
Buffet-Style Meals (for Lunch or Dinner)	Goods	180 pax * 1	Small Value Procurement	No	11/2025	12/2025	12/2025	GF-MOOE	54,000.00	• Technical Specification	
Meals (Lunch Buffet Style)	Goods	40 person * 2	Small Value Procurement	No	11/2025	12/2025	12/2025	GF-MOOE	10,000.00	• Technical Specification	
Snacks (AM/PM)	Goods	180 pax * 3	Small Value Procurement	No	11/2025	12/2025	12/2025	GF-MOOE	14,400.00	• Technical Specification	
Snacks AM & PM	Goods	40 person * 4	Small Value Procurement	No	11/2025	12/2025	12/2025	GF-MOOE	6,400.00	• Technical Specification	
<b>Sub-Total</b>									<b>84,800.00</b>		

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TOTAL BUDGET:									84,800.00		

\* Please see attached specification

Prepared by: \_\_\_\_\_

**ANNA BEAS HOYLA**  
Job Order Clerk  
GAD

Date: \_\_\_\_\_

Submitted by: \_\_\_\_\_

**MARIANE U. DELA PEÑA**  
Instructor I  
DDC

Date: \_\_\_\_\_

Date Generated: 10/13/2025

*for ANCA July 3  
m. j. Flores*

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## SPECIFICATION

### 1. Buffet-Style Meals (for Lunch or Dinner)

- at least 1 serving of rice
- at least a combination of 2 main dishes of pork/beef/chicken/seafoods
- at least 1 serving of vegetables
- at least 1 serving of fruits or dessert
- at least 1 serving of drinks
- with complete basic catering set-up

### 2. Meals (Lunch Buffet Style)

- Rice
- 2 Dish of Any (Pork, Beef, Chicken, Fish/Seafood) or 1 Dish of Any (Pork, Beef, Chicken, Fish/Seafood) & 1 Dish of vegetables or noodles
- Fruits or Dessert
- Drinks
- Buffet Style
- With Flowing coffee

### 3. Snacks (AM/PM)

- one (1) serving of snacks
- one (1) serving of drinks
- packed in biodegradable materials

### 4. Snacks AM & PM

Snacks (AM): banana cake & UHT Juice

Snacks (PM): fried camote, coffee/juice