



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

SCAN HERE



PPMP-2025-1007-302079

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) NO. **03**

☒ INDICATIVE ☐ FINAL

Fiscal Year: **2026**

End-user or Implementing Unit: **Department of Business and Management**

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)		
Transportation											
Travelling Expenses	Goods	2 unit * 11	Competitive Bidding	No	01/2026	05/2026	06/2026	STF-MOOE	80,000.00	• Technical Specification	
Sub-Total									80,000.00		
Office Equipment											
Toner MP 2014H NRG Brand	Goods	4 btls * 7	NP - Agency to Agency	No	01/2026	01/2026	04/2026	STF-MOOE	16,000.00	• Technical Specification	
Wireless Mouse	Goods	4 pcs * 12	NP - Agency to Agency	No	01/2026	01/2026	04/2026	STF-MOOE	2,000.00	• Technical Specification	
Sub-Total									18,000.00		

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Transportation (Plane & Boat Tickets)											
Boat Ticket (Local)	Goods	15 pc	Competitive Bidding	No	01/2026	05/2026	06/2026	STF-MOOE	22,500.00		
Sub-Total									22,500.00		
IT Supplies and Equipment											
Speaker – Premium Wireless / Smart Speaker	Goods	2 unit * 5	Competitive Bidding	No	01/2026	05/2026	07/2026	STF-MOOE	30,000.00	Technical Specification	
Supply and Delivery of Desktop Computer i5 with Computer Printer for Various Offices	Goods	2 lot * 6	Competitive Bidding	No	01/2026	05/2026	07/2026	STF-MOOE	110,000.00	Technical Specification	
Sub-Total									140,000.00		
Miscellaneous Expenses											
Training Expenses (Faculty/Staff Registration, Travel, etc.)	Goods	2 lot * 8	Competitive Bidding	No	01/2026	05/2026	06/2026	STF-MOOE	40,000.00	Technical Specification	
Travel Expenses (Faculty/Staff)	Goods	2 lot * 9	Direct Contracting	No	01/2026	01/2026	03/2026	STF-MOOE	20,000.00	Technical Specification	
Travel Expenses (Internship Program Coordinator)	Goods	1 lot * 10	Direct Contracting	No	01/2026	01/2026	03/2026	STF-MOOE	10,000.00	Technical Specification	
Sub-Total									70,000.00		
Common-Use Supplies & Equipment (CSE)											

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Bond Paper, 70 gsm, A4	Goods	100 reams * 2	NP -Agency to Agency	No	01/2026	01/2026	03/2026	STF-MOOE	24,000.00	Technical Specification	
Bond Paper, 70 gsm, Long	Goods	80 reams * 3	NP - Agency to Agency	No	01/2026	01/2026	03/2026	STF-MOOE	21,600.00	Technical Specification	
Sub-Total									45,600.00		
Non-Common-Use Supplies and Equipment (Non-CSE)											
Magazine Box / Data File Box / Datafiler, Single, Black	Goods	5 pcs * 4	Small Value Procurement	No	01/2026	01/2026	03/2026	STF-MOOE	1,315.00	Technical Specification	
Sub-Total									1,315.00		
TOTAL BUDGET:									377,415.00		

* Please see attached specification

Prepared by:

SHEILLO G. CATORCE

Job Order

DBM

Date:

10/29/25

Submitted by:

DORYN JAN L. AVILA

Instructor III

DBM

Date:

10/29/25



Date Generated: 10/07/2025

AVILA m. TURES W DBM Lab Fee