



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

SCAN HERE



PPMP-2025-1010-303048

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) NO. **02**

☒ INDICATIVE ☐ FINAL
Fiscal Year: **2026**End-user or Implementing Unit: **Recruitment Selection Placement and Personnel Records Office**

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)		
Fuel & Lubricants											
Fuel, Diesel	Goods	130 liters * 1	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	8,060.00	• Technical Specification	
Fuel, Gasoline	Goods	15 liters * 2	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	990.00	• Technical Specification	
Sub-Total									9,050.00		
TOTAL BUDGET:									9,050.00		

* Please see attached specification

Prepared by:

[Signature]
RHEA P. BALLEBAS
Administrative Aide IV
RSPPRO

Date:

10/10/2025

Submitted by:

[Signature]
LUVILLA G. ALCOBER
Administrative Officer IV
RSPPRO

Date:

10/10/2025



Date Generated: 10/10/2025

[Signature]
AUCIA M. FLORES

LINE ITEM BUDGET

for Budget Year 2026

END-USER/UNIT: Head, Recruitment, Selection, Placement, and Personnel Records Office

Program : GASS

MOOE 2026

REGULAR AGENCY FUND/GENERAL FUND

TOTAL BUDGET ALLOCATION: 100,000

MFO	Projects, Programs and Activities (PAPs):	Account Titles	Budget Allocation	Proposed Budget Allocation through Centralized Account
Strengthened PRIME-HRM framework fostering competency driven culture and transformative transactions in VSU.				
	Recruitment Services	Travelling Expenses	3,000.00 /	
		Semi-Expendable Expenses	20,000.00 /	
		Office Supplies Expenses	5,000.00 /	
	Screening, Selection and Appointment	Travelling Expenses	10,000.00 /	
		Office Supplies Expenses	10,000.00 /	
		Semi-Expendable Expenses	10,000.00 /	
	Placement of hired and promoted VSU employees through Onboarding and Orientation	Office Supplies Expenses	2,000.00 /	
	Personnel Records Management	Office Supplies Expenses	10,000.00 /	
		Semi-Expendable Expenses	10,000.00 /	
		Other General Services	4,000.00 -	
	Preparation and Submission of Reports in compliance to Regulatory Agencies	Office Supplies Expenses	5,000.00 /	


	Quality Assurance and Audit Compliance	Office Supplies Expenses	3,000.00	
	Contingency Fund	Other MOOE	8,000.00	
				10,000.00
	Logistical support	Fuel		
			100,000.00	10,000.00
	GRAND TOTAL			

Prepared by:


LUVILLA G. ALCOBER

End-user

Submitted by:


HONEY SOFIA V. COLIS
 Immediate Supervisor