



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

SCAN HERE



PPMP-2025-1007-302115

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) NO. 01

☒ INDICATIVE ☐ FINAL

Fiscal Year: **2026**

End-user or Implementing Unit: **TECHNICAL-VOCATIONAL EDUCATION AND TRAINING**

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)		
Construction and Electrical Supplies											
Door Knob	Goods	2 piece * 8	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	2,600.00	• Technical Specification	
Sub-Total									2,600.00		
Fuel & Lubricants											
Fuel, Diesel	Goods	322 liters * 12	NP - Direct Retail Purchase (Section 53.14)	No	01/2026	01/2026	02/2026	GF-MOOE	19,964.00	• Technical Specification	
Sub-Total									19,964.00		
Office Supplies											

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Envelope, Documentary, Brown, 150 lbs, Long	Goods	100 pc	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	1,000.00		
Trashbag Transparent/Clear M	Goods	3 roll * 35	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	300.00	• Technical Specification	
Sub-Total									1,300.00	OS	
Office Equipment and Appliances											
Window Type Inverter Aircon – 1.5 HP (Green Procurement Compliant)	Goods	1 unit * 40	Competitive Bidding	No	01/2026	05/2026	07/2026	GF-MOOE	33,000.00	• Technical Specification	
Sub-Total									33,000.00	✓	
Office Equipment											
Ink, Epson 003, Genuine Black 65mL	Goods	10 btl	Small Value Procurement	No	01/2026	01/2026	04/2026	GF-MOOE	3,800.00		
Ink, EPSON 003, Genuine Cyan 65mL	Goods	6 btl	Small Value Procurement	No	01/2026	01/2026	04/2026	GF-MOOE	2,400.00		
Ink, EPSON 003, Genuine Magenta 65mL	Goods	6 btl	Small Value Procurement	No	01/2026	01/2026	04/2026	GF-MOOE	2,400.00		
Ink, EPSON 003, Genuine Yellow 65mL	Goods	6 btl	Small Value Procurement	No	01/2026	01/2026	04/2026	GF-MOOE	2,400.00		
Sub-Total									11,000.00		
Food and Services											

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Snacks	Goods	60 pax * 32	Competitive Bidding	No	01/2026	05/2026	05/2026	GF-MOOE	4,800.00	• Technical Specification	
Sub-Total									4,800.00		
IT Supplies and Equipment											
Water Dispenser – Mid-Range Floor Standing Model	Goods	1 unit * 37	Competitive Bidding	No	01/2026	05/2026	07/2026	GF-MOOE	10,000.00	• Technical Specification	
Sub-Total									10,000.00		
Miscellaneous Expenses											
Miscellaneous Expenses	Goods	3 lot * 22	Direct Acquisition	No	01/2026	01/2026	02/2026	GF-MOOE	15,000.00	• Technical Specification	
Training Expenses (Faculty/Staff Registration, Travel, etc.)	Goods	1 lot * 34	Direct Acquisition	No	01/2026	01/2026	02/2026	GF-MOOE	20,000.00	• Technical Specification	
Travel Expenses (Faculty/Staff)	Goods	3 lot * 36	Direct Acquisition	No	01/2026	01/2026	02/2026	GF-MOOE	30,000.00	• Technical Specification	
Sub-Total									65,000.00		
Common-Use Supplies & Equipment (CSE)											
Alcohol, Ethyl, 1 Gallon	Goods	3 gallons * 1	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	2,070.00	• Technical Specification	
Bond Paper, 80 gsm, A4	Goods	12 reams * 3	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	3,300.00	• Technical Specification	

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Bond Paper, 80 gsm, Long	Goods	2 reams * 4	NP -Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	610.00	• Technical Specification	
Correction Tape	Goods	3 pcs * 6	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	126.00	• Technical Specification	
Detergent Powder, 1 kilogram	Goods	2 packs * 7	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	280.00	• Technical Specification	
Flash Drive, 64 GB, USB 3.0	Goods	1 pcs * 11	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	735.00	• Technical Specification	
Index Tab	Goods	3 boxes * 13	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	375.00	• Technical Specification	
Multipurpose Glue	Goods	3 btls * 23	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	435.00	• Technical Specification	
Packaging Tape / Packing Tape, 2" x 50 yards	Goods	6 rolls * 24	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	450.00	• Technical Specification	
Paper Puncher	Goods	3 pcs * 25	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	660.00	• Technical Specification	
Pencil, Lead/Graphite, with Eraser	Goods	1 boxes * 26	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	135.00	• Technical Specification	
Record Book, 300 pages	Goods	2 pcs * 28	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	300.00	• Technical Specification	

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Scissors, Symmetrical/Asymmetrical	Goods	3 pairs * 29	NP -Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	150.00	• Technical Specification	
Stapler, Standard Type	Goods	1 pcs * 33	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	550.00	• Technical Specification	
Sub-Total									10,176.00		
Non-Common-Use Supplies and Equipment (Non-CSE)											
Ballpen, Blue	Goods	1 boxes * 2	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	95.00	• Technical Specification	
Certificate Holder, A4	Goods	15 pcs * 5	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	825.00	• Technical Specification	
Empty Water Bottle (Round, Blue)	Goods	3 pc * 9	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	750.00	• Technical Specification • Market Scoping Checklist	
Ink, Refill, for Whiteboard Marker, Blue	Goods	2 btls * 18	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	310.00	• Technical Specification	
Ink, Refill, for Whiteboard Marker, Red	Goods	2 btls * 19	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	310.00	• Technical Specification	
Laid Paper / Specialty Paper, Short, Cream	Goods	2 packs * 20	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	60.00	• Technical Specification	

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Laid Paper / Specialty Paper, Short, White	Goods	2 packs * 21	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	60.00	• Technical Specification	
Photo Paper, A4	Goods	6 packs * 27	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	1,620.00	• Technical Specification	
Scrub Sponge	Goods	4 pcs * 30	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	320.00	• Technical Specification	
Sign Pen, Extra Fine Tip, Blue	Goods	1 boxes * 31	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	295.00	• Technical Specification	
White Folder / File Folder, Legal	Goods	70 pcs * 38	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	560.00	• Technical Specification	
White Folder / File Folder, Short	Goods	70 pcs * 39	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	490.00	• Technical Specification	
Sub-Total									5,695.00		
TOTAL BUDGET:									163,535.00		

* Please see attached specification

Prepared by: 
RER AUBRE B. DALMACIO
 Job Order
 TVET

Date: 10-08-2025

Submitted by: 
WARREN D. COME
 Assistant Professor IV
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Date: 10-08-2025



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July!
for AUCY mo Flores