

- ☒ Original PPMP
☐ Revised (Changed items, same budget)
☐ Supplemental



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

SCAN HERE



PPMP-2024-1217-241356

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2026

END-USER/UNIT: **Office of the Vice President for the Student Affairs and Services**

CHARGED TO **GF-MOOE**

Project, Programs and Activities (PPAs):

For office operations and student activities.

PPMP #: **PPMP-2026-120724-0033**

Project Code: **OVPSAS-2026**

Code	General Description	Quantity / Size	Estimated Budget	Mode of Procurement	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	Accommodation															
	Room Accommodation (Good for 2 to 3 person per room)	3 unit	4,500.00	NP - Small Value Procurement				3								
	Sub-Total		4,500.00													
	Food & Food Ingredients															
	Packed Meals for Lunch (200.00)	200 packs	40,000.00	NP - Small Value Procurement							200					
	Snacks AM	200 set	16,000.00	NP - Small Value Procurement							200					
	Snacks PM	200 packs	16,000.00	NP - Small Value Procurement							200					
	Sub-Total		72,000.00													
	Fuel & Lubricants															
	Diesel Fuel (for VSU Fuel Station)	200 liters	16,800.00	NP - Small Value Procurement			50			50		50			50	

Code	General Description	Quantity / Size	Estimated Budget	Mode of Procurement	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	Gasoline (Unleaded) - For VSU Fuel Station	200 liters	17,000.00	NP - Small Value Procurement			50		50			50	50			
	Sub-Total		33,800.00													
	Office Equipment															
	Computer Printer	1 unit	15,000.00	NP - Small Value Procurement	1											
	Desktop Computer, All-In-One (AIO), 21.5" IPS	1 unit	45,000.00	Public Bidding	1											
	Sub-Total		60,000.00													
	Office Equipment and Appliances															
	Automatic Emergency Light LED	1 unit	1,900.00	NP - Small Value Procurement	1											
	Coffee Maker, 12 Cups	1 unit	2,800.00	NP - Small Value Procurement	1											
	Comb Binding ring Machine,	1 pc	22,000.00	NP - Small Value Procurement		1										
	Heavy Duty Industrial Type Air Cooler	2 unit	90,000.00	Public Bidding			2									
	Hot & Cold water dispenser	1 unit	14,500.00	NP - Small Value Procurement	1											
	Industrial Air Cooler Fan	2 unit	90,000.00	Public Bidding			2									
	Laminator Machine, A3	1 unit	5,000.00	NP - Small Value Procurement	1											
	Split Type Air Conditioner (with Installation)	2 unit	66,000.00	Public Bidding	1	1										
	Sub-Total		292,200.00													
	Office Supplies															
	CONTINGENCY FUND	1 lot	15,000.00	Shopping - A			1									
	Contingency Fund (Petty Expenses)	1 lot	10,000.00	Shopping - A	1											
	Keyboard Cleaning Brush	1 pc	80.00	NP - Small Value Procurement	1											
	Sub-Total		25,080.00													

Code	General Description	Quantity / Size	Estimated Budget	Mode of Procurement	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	Transportation															
	Airfare tickets (MNL-TAC vv)	1 person	6,000.00	Direct Contracting				1								
	Sub-Total		6,000.00													
TOTAL BUDGET:			493,580.00													

Note: Technical Specifications for each Item/Project being proposed shall be submitted as part of the PPMP

Prepared by: 

SHEILA MARIE C. LEMOS

Submitted by: 

ALELI A. VILLOCINO
Unit Head/Project Leader

Date: **12/17/2024**