



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

SCAN HERE



PPMP-2025-1009-302689

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) NO. 01

☒ INDICATIVE ☐ FINAL

Fiscal Year: **2026**

End-user or Implementing Unit: **Department of Veterinary Basic Sciences**

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	152 liters * 10	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	9,424.00	• Technical Specification	152
Fuel, Gasoline	Goods	20 liters * 11	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	1,320.00	• Technical Specification	20
Sub-Total									10,744.00		
Office Supplies											
Paper, Parchment, A4, cream, (for certificate) 100 sheets/pack - 5 packs	Goods	4 packs * 21	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	2,000.00	• Technical Specification	4
Sub-Total									2,000.00		

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Food and Services											
Packed Meals (for Lunch or Dinner)	Goods	43 pax * 20	Competitive Bidding	No	01/2026	05/2026	05/2026	GF-MOOE	9,460.00	• Technical Specification	43
Snacks (AM/PM)	Goods	60 pax * 22	Competitive Bidding	No	01/2026	05/2026	05/2026	GF-MOOE	4,800.00	• Technical Specification	60
Sub-Total									14,260.00		
IT Supplies and Equipment											
Computer Mouse, Wired	Goods	4 pieces * 4	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	840.00	• Technical Specification	4
Ink, Epson 003, Genuine Black 65mL	Goods	25 btl	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	9,500.00		25
Ink, EPSON 003, Genuine Cyan 65mL	Goods	14 btl	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	5,600.00		14
Ink, EPSON 003, Genuine Magenta 65mL	Goods	15 btl	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	6,000.00		15
Ink, EPSON 003, Genuine Yellow 65mL	Goods	15 btl	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	6,000.00		15
Sub-Total									27,940.00		
Common-Use Supplies & Equipment (CSE)											

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Alcohol, Ethyl, 1 Gallon	Goods	5 gallons * 1	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	3,450.00	• Technical Specification	5
Alcohol, Ethyl, 500mL	Goods	5 btls * 2	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	500.00	• Technical Specification	5
Bond Paper, 70 gsm, A4	Goods	45 reams * 3	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	10,800.00	• Technical Specification	45
Computer Mouse, Wireless	Goods	4 pcs * 5	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	2,488.00	• Technical Specification	4
Disinfectant Spray	Goods	5 can * 6	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	2,390.00	• Technical Specification	5
Dust Pan	Goods	2 pcs * 8	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	240.00	• Technical Specification	2
Hand Soap, Liquid	Goods	5 btls * 13	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	975.00	• Technical Specification	5
Packaging Tape / Packing Tape, 2" x 50 yards	Goods	5 rolls * 19	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	375.00	• Technical Specification	5
Toilet Tissue Paper, 2 Ply	Goods	15 packs * 24	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	3,300.00	• Technical Specification	15
Transparent Tape / Clear Tape, 2" x 50 yards	Goods	2 rolls * 25	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	164.00	• Technical Specification	2

Procurement Project Details													Projected Timeline (MM/YYYY)				Funding Details		Remarks
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Sub-Total																			
Non-Common-Use Supplies and Equipment (Non-CSE)																			
Doormat / Foot Rugs / Basahan	Goods	6 pcs	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOF	600.00	• Technical Specification	6								
Floor Mop with Handle	Goods	3 pcs	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOF	1,185.00	• Technical Specification	3								
Garbage Bags / Trash Bags, Black, XL	Goods	5 packs	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOF	425.00	• Technical Specification	5								
Hand Towel, cloth, cotton, 12 pcs/pack	Goods	2 pack	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOF	516.00		2								
Sticky Sheets Flags & Tabs / Sign Here Sticky Flags	Goods	8 pack	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOF	440.00	• Technical Specification	8								
Whiteboard, Wall Mount, 3' x 6' (90 cm x 180 cm)	Goods	3 pcs	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOF	10,200.00	• Technical Specification	3								
Sub-Total									13,366.00										
TOTAL BUDGET:													92,992.00						

* Please see attached specification

Prepared by:

Agnes M. Taveros
AGNES M. TAVEROS

Professor V

DVBS

Date:

09 Oct. 2025

Submitted by:

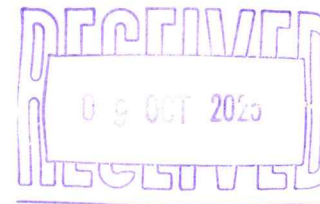
Agnes M. Taveros
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Professor V

DVBS

Date:

09 Oct. 2025



Date Generated: 10/09/2025

for Agnes M. Taveros

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SPECIFICATION

1. Alcohol, Ethyl, 1 Gallon

- 70% (+-2) v/v Ethanol (Ethyl Alcohol)
- Volume: 1 Gallon or at least 3.785 Liters (3,785 mL)
- Colorless clear liquid
- HDPE Plastic container

2. Alcohol, Ethyl, 500mL

- 70% (± 2) v/v Ethanol (Ethyl Alcohol)
- Volume (min.): 500ml
- Colorless clear liquid
- Cap: Flip-top/pull-up/twist cap
- Scented
- Brand, formulation, indications and precautions must be engraved/ embossed/ printed/ thermally adhered on the bottle

3. Bond Paper, 70 gsm, A4

- 500 sheets/ream
- lint-free, bright white paper
- acid-free
- manufacturer should be ISO 9001:2015 (Quality Management System and 14004:2015 (Environmental Management System) certified

4. Computer Mouse, Wired

- **Connectivity:** USB Port
- **Sensor:** Optical
- **DPI:** 1600
- **Work Method:** Wired
- **Buttons:** Left button, middle button, right button
- **Scroll Wheel:** Two-way
- **Design Highlights**

- Easy installation
- 1600 DPI high-definition tracking engine
- Anti-slip scroll wheel
- Full-size, ambidextrous design

5. Computer Mouse, Wireless

- Connection Type: Wireless with USB receiver
- Tracking Method: Optical
- Resolution (min): 1,000 dpi
- with scroll wheel and left and right click button
- Plug-and-Play
- with USB receiver slot

6. Disinfectant Spray

- aerosol type
- at least 340g/can
- clean and refreshing scent
- active ingredients should be indicated on the label

7. Doormat / Foot Rugs / Basahan

- Size (L x W): at least 21 x 15 inches
- Rugs in assorted printed colors and designs
- Braided, Hand-made with high quality
- Cotton

8. Dust Pan

- made of rigid plastic
- with detachable handle with at least 30mm diameter, 600mm length
- handle shall not detach during usage
- base is at least 1.25mm thick, 260mm front width, 200mm back width, 225mm depth

9. Floor Mop with Handle

- Made with cotton and polyester material
- Has looped cotton ends
- 12-inch wide mop head and 50-inch handle

10. Fuel, Diesel

- good quality

11. Fuel, Gasoline

- green color
- good quality

12. Garbage Bags / Trash Bags, Black, XL

- size: XL (at least 736mm x 914 mm)
- 10 pcs/pack
- with built-in tie
- biodegradable

13. Hand Soap, Liquid

- 500 mL/bottle
- scented
- container: pump-type

14. Hand Towel, cloth, cotton, 12 pcs/pack

15. Ink, Epson 003,Genuine Black 65mL

16. Ink, EPSON 003,Genuine Cyan 65mL

17. Ink, EPSON 003,Genuine Magenta 65mL

18. Ink, EPSON 003,Genuine Yellow 65mL

19. Packaging Tape / Packing Tape, 2" x 50 yards

- 48 mm (2") width

- tan color
- base material: biaxially-oriented Polypropylene

20. Packed Meals (for Lunch or Dinner)

- *at least 2 main dishes of pork/beef/chicken*
- *at least 1 serving of rice*
- *at least 1 bottled drinks*
- *at least 1 serving of fruit or dessert*
- to be packed in biodegradable materials

21. Paper, Parchment, A4, cream, (for certificate) 100 sheets/pack - 5 packs

Paper, Parchment, A4, cream, (for certificate) 100 sheets/pack - 5 packs

22. Snacks (AM/PM)

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

23. Sticky Sheets Flags & Tabs / Sign Here Sticky Flags

- with 5 different colored tabs
- durable & adhesive
- PET material
- waterproof transparent
- 20 flags/color
- 45 mm x 12 mm
- package dimensions: L 6cm x W 0.2cm x H 12.7cm

24. Toilet Tissue Paper, 2 Ply

- 12 rolls/pack
- laminated
- at least 400 sheets/roll (200 pulls)
- sheet size: at least 110 x 105 mm

- embossed design, chlorine-free
- unscented

25. Transparent Tape / Clear Tape, 2" x 50 yards

- 48 mm (2") width
- usable length: 50 yards
- base material: biaxially-oriented polypropylene

26. Whiteboard, Wall Mount, 3' x 6' (90 cm x 180 cm)

- with an aluminum frame
- good quality