



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

SCAN HERE



PPMP-2025-1007-302106

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) NO. 01

☐ INDICATIVE ☒ FINAL

Fiscal Year: 2026

End-user or Implementing Unit: Institute for Strategic Research and Development Studies

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											
Bulb, LED, 15W	Goods	5 pieces * 7	Competitive Bidding	No	01/2026	05/2026	07/2026	GF-MOOE	1,000.00	• Technical Specification	
LED Bulb, 9 watts	Goods	25 pcs	Competitive Bidding	No	01/2026	05/2026	07/2026	GF-MOOE	3,750.00		
Sub-Total									4,750.00		
Fuel & Lubricants											
Fuel, Gasoline	Goods	206 liters * 11	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	13,596.00	• Technical Specification	
Sub-Total									13,596.00		

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Office Furniture & Fixture											
Steel Cabinet, 4 Drawers w/ lock, Vertical, Gray	Goods	1 pieces * 22	Competitive Bidding	No	01/2026	05/2026	06/2026	GF-MOOE	11,000.00	• Technical Specification	
Sub-Total									11,000.00		
Office Equipment and Appliances											
Window Type Inverter Aircon – 2.0 HP (Green Procurement Compliant)	Goods	1 unit * 24	Competitive Bidding	No	01/2026	05/2026	07/2026	GF-MOOE	45,000.00	• Technical Specification	
Sub-Total									45,000.00		
Office Equipment											
Ink, Epson 003, Genuine Black 65mL	Goods	4 btl	Competitive Bidding	No	01/2026	05/2026	07/2026	GF-MOOE	1,520.00		
Ink, EPSON 003, Genuine Cyan 65mL	Goods	4 btl	Competitive Bidding	No	01/2026	05/2026	07/2026	GF-MOOE	1,600.00		
Ink, EPSON 003, Genuine Magenta 65mL	Goods	4 btl	Competitive Bidding	No	01/2026	05/2026	07/2026	GF-MOOE	1,600.00		
Ink, EPSON 003, Genuine Yellow 65mL	Goods	4 btl	Competitive Bidding	No	01/2026	05/2026	07/2026	GF-MOOE	1,600.00		
Sub-Total									6,320.00		
Food and Services											
Buffet-Style Meals (for Lunch or Dinner)	Goods	40 pax * 6	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	12,000.00	• Technical Specification	

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Dinner (1)	Goods	4 set * 10	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	800.00	• Technical Specification	
Packed Meals (for Breakfast)	Goods	4 pax * 18	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	720.00	• Technical Specification	
Packed Meals (for Lunch or Dinner)	Goods	10 pax * 19	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	2,200.00	• Technical Specification	
Snacks	Goods	100 pax * 21	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	8,000.00	• Technical Specification	
Sub-Total									23,720.00		
Accommodation											
Room Accommodation (1)	Goods	2 person * 20	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	3,000.00	• Technical Specification	
Sub-Total									3,000.00		
Awards & Tokens											
Token, Assorted VSU Products and Memorabilia with bag	Goods	1 bags	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	2,500.00		
Sub-Total									2,500.00		
Transportation (Plane & Boat Tickets)											
Airfare ticket (Local)	Goods	1 lot	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	30,000.00		

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Sub-Total									30,000.00		
Common-Use Supplies & Equipment (CSE)											
Alcohol, Ethyl, 500mL	Goods	15 btls * 2	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	1,500.00	• Technical Specification	
Battery, Dry Cell, AAA	Goods	3 packs * 3	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	405.00	• Technical Specification	
Bond Paper, 70 gsm, Long	Goods	2 reams * 4	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	540.00	• Technical Specification	
Bond Paper, 80 gsm, A4	Goods	15 reams * 5	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	4,125.00	• Technical Specification	
Masking Tape, 1" x 25 yards	Goods	2 rolls * 17	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	110.00	• Technical Specification	
Sub-Total									6,680.00		
Non-Common-Use Supplies and Equipment (Non-CSE)											
Cartolina, White	Goods	10 rolls * 8	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	390.00	• Technical Specification	
Cartolina, Yellow	Goods	5 rolls * 9	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	195.00	• Technical Specification	
Sub-Total									585.00		

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TOTAL BUDGET:									147,151.00		

* Please see attached specification

Prepared by:

RHEA ANGELIE F. DAYONDON

Administrative Aide III

ISRDS

Date:

10-7-25

Submitted by:

LILIAN B. NUÑEZ

Associate Professor V

ISRDS

Date:

10-7-25



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Date Generated: 10/07/2025

LILIAN B. NUÑEZ

DB
for Budget Year 2026

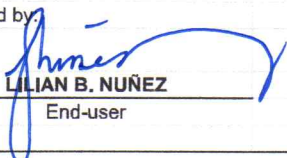
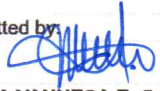
END-USER/UNIT: ISRDS

Program : HIGHER

MOOE 2026

REGULAR AGENCY FUND/GENERAL FUND

TOTAL BUDGET ALLOCATION: 163,622.04

MFO	Projects, Programs and Activities (PAPs):	Account Titles	Budget Allocation
Sustained academic excellence compliant with statutory standards, aligned with Fourth Industrial Revolution (4IR), Education 5.0, and sustainable development goals.	Support for the Delivery of Office Services, Quality Assurance, and Accreditation Compliance, including documentation management, internal audits, and logistical and technical support	Office Supplies Expenses	18,335.00
		Office Equipment / <i>CEMI</i>	11,000.00
	Organizational Learning and Engagement (ISRDS 45th Anniversary)	Food Supplies Expenses <i>key exp.</i>	19,920.00
	<i>Honoraria for 1 resource person</i>	Other Professional Services	5,000.00
	<i>Accommodation for 1 resource person</i>	Other Professional Services	3,000.00
	<i>Token for 1 resource person</i>	Training Expenses	2,500.00
	<i>RT Airfare for 1 resource person</i>	Travelling Expenses	30,000.00
		Fuel, Oil & Lubricants Expenses	3,960.00
	Curriculum Development Workshop	Travelling Expenses	2,000.00
		Food Supplies Expenses <i>key exp.</i>	3,800.00
	Educational Sessions for Students and Other Stakeholders	Office Equipment <i>CEMI exp</i>	45,000.00
	Exchange Students Support and Mentorship	Fuel, Oil & Lubricants Expenses	4,200.00
		Travelling Expenses	3,803.00
	Capacity Building Activities	Fuel, Oil & Lubricants Expe...	2,000.00
	Academic Programs Promotion	Fuel, Oil & Lubricants Expe...	3,436.00
	Contingency fund	Other MOOE	5,668.04
	GRAND TOTAL		163,622.04
Prepared by:	Submitted by:		
 LILIAN B. NUÑEZ End-user	 MARIA VANNESA E. GABUNADA Immediate Supervisor		