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PPMP-2025-1007-302106

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

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: [signature]

RHEA ANGELIE F. DAYONDON
Administrative Aide III
ISRDS

Date: 10-7-25

Submitted by: [signature]

LILIAN B. NUñEZ
Associate Professor V
ISRDS

Date: 10-7-25

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ALICIA M. FLORES

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 / SEMI	11,000.00
	Organizational Learning and Engagement (ISRDS 45th Anniversary)	~~Food Supplies Expenses~~ REP EXP.	19,920.00
	Honoraria for 1 resource person	Other Professional Services	5,000.00
	Accommodation for 1 resource person	Other Professional Services	3,000.00
	Token for 1 resource person	Training Expenses	2,500.00
	RT Airfare for 1 resource person	Travelling Expenses	30,000.00
		Fuel, Oil & Lubricants Expenses	3,960.00
	Curriculum Development Workshop	Travelling Expenses	2,000.00
		~~Food Supplies Expenses~~ REP EXP	3,800.00
	Educational Sessions for Students and Other Stakeholders	Office Equipment SEMI EXP	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:

LILIAN B. NUÑEZ
End-user

Submitted by:

MARIA VANNESA E. GABUNADA
Immediate Supervisor