



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

SCAN HERE



PPMP-2025-1010-303006

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) NO. 02

☒ INDICATIVE ☐ FINAL
Fiscal Year: 2026End-user or Implementing Unit: Research Office

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)		
Food and Services											
Buffet-Style Meals (for Lunch or Dinner)	Goods	540 pax * 1	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	162,000.00	• Technical Specification	
Snacks (AM/PM)	Goods	1100 pax * 2	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	88,000.00	• Technical Specification	
Sub-Total									250,000.00		
Miscellaneous Expenses											
Travel Expenses And Accommodation	Goods	1 lot * 3	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	150,000.00	• Technical Specification • Market Scoping Checklist	

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<i>Sub-Total</i>									150,000.00		
TOTAL BUDGET:									400,000.00		

* Please see attached specification

Prepared by: _____

REX D. BESAVILLAJob Order
RO

Date: _____

Submitted by: _____

IVY C. ENNACEProfessor VI
DFST

Date: _____

Date Generated: **10/10/2025**

July 11
for AUCIA M. Flores

Republic of the Philippines
VISAYAS STATE UNIVERSITY

SPECIFICATION

1. Buffet-Style Meals (for Lunch or Dinner)

- at least 1 serving of rice
- at least a combination of 2 main dishes of pork/beef/chicken/seafoods
- at least 1 serving of vegetables
- at least 1 serving of fruits or dessert
- at least 1 serving of drinks
- with complete basic catering set-up

2. Snacks (AM/PM)

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

3. Travel Expenses And Accommodation

for training work shop with accommodation and food package good for 2 days.

Breakfast - 20pax

Am/Pm snacks - 80pax

Lunch - 40pax

Dinner - 20pax