



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

SCAN HERE

PPMP-2025-1022-305240

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) NO. **01**
☒ INDICATIVE ☐ FINAL

Fiscal Year: **2026**
End-user or Implementing Unit: **VSU Laboratory High School**

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											
DW4724UT Diamond Cutting Wheel 4" (Ultra Thin Turbo)	Goods	10 pcs * 31	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	6,000.00	• Technical Specification	
Faucet, Brass (Ordinary)	Goods	10 piece	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	4,000.00		
Polyurethane Varnish Top Coat	Goods	3 liter	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	1,650.00		
Tinting Color Hansa Yellow (1/4 Liter)	Goods	5 can * 58	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	800.00	• Technical Specification	

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Wood Glue 500g	Goods	10 pack * 60	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	1,700.00	• Technical Specification	
Sub-Total									14,150.00		
Fuel & Lubricants											
Fuel, Diesel	Goods	200 liters * 37	NP - Direct Retail Purchase (Section 53.14)	No	01/2026	01/2026	02/2026	GF-MOOE	12,400.00	• Technical Specification	
Fuel, Gasoline	Goods	200 liters * 38	NP - Direct Retail Purchase (Section 53.14)	No	01/2026	01/2026	02/2026	GF-MOOE	13,200.00	• Technical Specification	
Sub-Total									25,600.00		
Office Equipment											
Ink, Brother BT5000C Cyan	Goods	6 btls	Small Value Procurement	No	01/2026	01/2026	04/2026	GF-MOOE	3,000.00		
Ink, Brother BT5000M Magenta	Goods	6 btls	Small Value Procurement	No	01/2026	01/2026	04/2026	GF-MOOE	3,000.00		
Ink, Brother BT5000Y Yellow	Goods	4 btls	Small Value Procurement	No	01/2026	01/2026	04/2026	GF-MOOE	2,000.00		
Ink, Brother BT60BK, Black	Goods	4 btls	Small Value Procurement	No	01/2026	01/2026	04/2026	GF-MOOE	2,000.00		

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Sub-Total									10,000.00		
Food and Services											
Buffet Style Meal Lunch or Dinner	Goods	144 pax * 13	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	36,000.00	• Technical Specification	
Lunch (1)	Goods	132 set * 48	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	26,400.00	• Technical Specification	
Snacks (AM/PM)	Goods	220 pax * 56	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	17,600.00	• Technical Specification	
Sub-Total									80,000.00		
Accommodation											
Conduct Acquaintance Party SY 2026-2027	Goods	1 day	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	2,500.00	• Market Scoping Checklist	
Conduct BUwan ng Wika Culmination SY 2026-2027	Goods	1 day	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	5,000.00	• Market Scoping Checklist	
Conduct English Month Culmination SY 2026-2027	Goods	1 day	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	5,000.00	• Market Scoping Checklist	
Conduct First Quarter Parents Consultation and Honors Program Sy 2026-2027	Goods	1 day	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	5,000.00	• Market Scoping Checklist	
Conduct of Career Guidance and SSLG Election SY 2025-2026	Goods	1 day	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	5,000.00	• Market Scoping Checklist	

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Conduct of Math and Science Culmination Program SY 2026-2027	Goods	1 day	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	2,500.00	• Market Scoping Checklist	
Conduct Parents General Assembly and Election SY 2026-2027	Goods	1 day	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	5,000.00	• Market Scoping Checklist	
Conduct Research Proposal (Grade 8 & 9) for SY 2025-2026	Goods	3 day * 22	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	15,000.00	• Technical Specification • Market Scoping Checklist	
Conduct Sports, Dance, and Culture Club Culmination SY 2025-2026	Goods	1 day	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	5,000.00	• Market Scoping Checklist	
Conduct Student Onboarding SY 2026-2027	Goods	2 day	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	10,000.00	• Market Scoping Checklist	
Conduct Teacher's Day for VSULHS SY 2026-2027	Goods	1 day	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	2,500.00	• Market Scoping Checklist	
Conduct Third Quarter Parent's Teacher Consultation SY 2025-2026	Goods	1 day	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	5,000.00	• Market Scoping Checklist	
Conduct VSULHS Christmas Party 2026	Goods	1 day	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	2,500.00	• Market Scoping Checklist	
Conduct VSULHS Research Congress (Grade 10) for SY 2025-2026	Goods	3 day	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	15,000.00	• Market Scoping Checklist	
Sub-Total									85,000.00		

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Agricultural/Farm Supplies/Livestock											
Fertilizer, Complete, (14-14-14), 50 kg-bag	Goods	1 bag * 34	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	2,500.00	• Technical Specification	
Sub-Total									2,500.00		
Hardware											
Abrasive Paper, Sandpaper, #120	Goods	15 meter * 1	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	3,000.00	• Technical Specification	
Cutting Disc for Steel/Stainless, 4"	Goods	15 piece	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	4,050.00		
Epoxy Primer with catalyst	Goods	3 gallon * 32	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	4,800.00	• Technical Specification	
Paint Brush, Roller with handle, 7"	Goods	10 piece * 50	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	1,200.00	• Technical Specification	
Paint, Flat Wall Enamel, White	Goods	7 gallon * 51	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	5,740.00	• Technical Specification	
Paint, Latex, Glossy White	Goods	10 gallon * 52	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	9,000.00	• Technical Specification	
Sealant	Goods	5 tubes * 55	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	1,000.00	• Technical Specification	
Sub-Total									28,790.00		

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Fertilizers/Pesticide											
Fertilizer, Urea (46-0-0), 50 kg-bag	Goods	1 bag * 35	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	2,500.00	• Technical Specification	
Sub-Total									2,500.00		
Insurance											
Group Student Personal Accident Insurance/Annual	Goods	400 piece * 41	Competitive Bidding	No	01/2026	05/2026	06/2026	GF-MOOE	15,200.00	• Technical Specification	
Sub-Total									15,200.00		
IT Supplies and Equipment											
Ink, Epson 003, Genuine Black 65mL	Goods	5 btl	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	1,900.00		
Sub-Total									1,900.00		
Miscellaneous Expenses											
Contingency fund- VSULHS	Goods	1 pc	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	5,000.00	• Market Scoping Checklist	
Repair and maintenance of vsulhs office equipment	Goods	1 pc	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	15,000.00	• Market Scoping Checklist	
Stage Decoration for VSULHS Promotional Exercise	Goods	1 set	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	25,000.00	• Market Scoping Checklist	
Sub-Total									45,000.00		

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Common-Use Supplies & Equipment (CSE)											
Air Freshener, Aerosol type	Goods	10 cans * 2	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	2,950.00	• Technical Specification	
Alcohol, Ethyl, 500mL	Goods	20 btls * 3	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	2,000.00	• Technical Specification	
Binder Clips / Backfold Clips, 1-1/4" (approx. 32 mm)	Goods	10 boxes * 7	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	370.00	• Technical Specification	
Binder Clips / Backfold Clips, 1" (approx. 25 mm)	Goods	10 boxes * 8	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	260.00	• Technical Specification	
Binder Clips / Backfold Clips, 2" (approx. 50 mm)	Goods	10 boxes * 9	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	820.00	• Technical Specification	
Binder Clips / Backfold Clips, 3/4" (approx. 19 mm)	Goods	10 boxes * 10	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	210.00	• Technical Specification	
Bond Paper, 70 gsm, A4	Goods	25 reams * 11	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	6,000.00	• Technical Specification	
Bond Paper, 70 gsm, Long	Goods	50 reams * 12	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	13,500.00	• Technical Specification	
Chalk, White Enamel	Goods	5 boxes * 14	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	460.00	• Technical Specification	

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Floor Wax	Goods	10 cans * 36	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	1,500.00	• Technical Specification	
Hand Soap, Liquid	Goods	5 btls * 42	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	975.00	• Technical Specification	
Mailing Envelope / White Letter Envelope, Legal	Goods	2 boxes * 49	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	1,050.00	• Technical Specification	
Sub-Total									30,095.00		
Non-Common-Use Supplies and Equipment (Non-CSE)											
Ballpen, Black	Goods	10 boxes * 4	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	950.00	• Technical Specification	
Ballpen, Blue	Goods	20 boxes * 5	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	1,900.00	• Technical Specification	
Ballpen, Red	Goods	20 boxes * 6	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	1,900.00	• Technical Specification	
Garbage Bags / Trash Bags, Black, XL, 100 pcs	Goods	2 packs * 39	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	1,260.00	• Technical Specification	
Garbage Bags / Trash Bags, Green, XL	Goods	10 rolls * 40	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	1,000.00	• Technical Specification	
Utility Pail, 24L	Goods	5 pcs * 59	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	1,600.00	• Technical Specification	

FUNDING DETAILS

Source of Funds	Estimated Budget / Authorized Budgetary Allocation (Php)	Attached Supporting Documents	Remarks
	8,610.00		
NET:		349,345.00	

WFO
2025
VSD

Date Generated: 10/22/2025

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Probes

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Sub-Total									8,610.00		
TOTAL BUDGET:									349,345.00		

* Please see attached specification

Prepared by:

CHERRY GRACE D. SABOROSO
Administrative Aide IV
VSU LHS

Date:

10/22/25

Submitted by:

REYMAR C. ORIA
Instructor III
DSEd

Date:

10/22/25



Date Generated: 10/22/2025

Amel
ANCLA M. PROSES