

- ☒ Original PPMP
- ☐ Revised (Changed items, same budget)
- ☐ Supplemental



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

SCAN HERE



PPMP-2024-0927-225992

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)  
 CY 2025

END-USER/UNIT: **International Affairs Office**

CHARGED TO **GF-MOOE**

*10- Awards & Tokens*

PPMP #: **PPMP-2025-092524-0595**

Project, Programs and Activities (PPAs):

1. Accommodating regional, national, and international visitors and guests.
2. Conduct regular management committee meetings with key officials.
3. Preparation of International Affairs office correspondence, reports, directives, and maintenance for the International Affairs Office.
4. Attendance and participation in national and international meetings and conferences.
5. Annual Membership Fee for Visayas State University

**RECEIVED**  
 7 JUN 2024  
 ALICIA M. FLORES

Code	General Description	Quantity / Size	Estimated Budget	Mode of Procurement	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	<b>Awards &amp; Tokens</b>															
	VSU Branded Umbrella	250 pcs	50,000.00	Public Bidding			250									
	VSU Branded Tumbler	400 pcs	160,000.00	Public Bidding			400									
	VSU Branded Pens (Blue)	200 pcs	40,000.00	Public Bidding			200									
	VSU Branded Keychain	300 pcs	60,000.00	Public Bidding			300									
	VSU Branded Paper Weight	300 pcs	45,000.00	Public Bidding			300									
	VSU Branded Tote Bag	500 pcs	100,000.00	Public Bidding			500									
	VSU Branded Mug	225 pcs	45,000.00	Public Bidding			225									
	<b>Sub-Total</b>		<b>500,000.00</b>													
	<b>TOTAL BUDGET:</b>		<b>500,000.00</b>													

Note: Technical Specifications for each Item/Project being proposed shall be submitted as part of the PPMP

Prepared by:

  
**MARK FLORENCE L. YGAÑA**

Submitted by:

  
**HANZEL N. MEJIA**  
Unit Head/Project Leader

Date: **09/27/2024**