



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



PPMP-2025-1007-302085

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) NO. 01

☒ INDICATIVE ☐ FINAL

Fiscal Year: 2026

End-user or Implementing Unit: Department of Business and Management

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)		
Fuel & Lubricants											
Fuel, Diesel	Goods	160 liters * 4	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	9,920.00	* Technical Specification	
Sub-Total									9,920.00		
Office Supplies											
Pen, Sign, .5mm, Gel-type, Blue	Goods	80 piece	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	2,800.00		
Pen, Sign, .5mm, Gel-type, Red	Goods	100 piece	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	3,500.00		
Sub-Total									6,300.00		

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Office Furniture & Fixture											
Mid-Range Mesh Office Chair	Goods	2 unit * 5	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	15,000.00	• Technical Specification	
Sub-Total									15,000.00		
Office Equipment											
Computer Monitor, 27" IPS, 4K (3840 x 2160)	Goods	2 unit * 3	Competitive Bidding	No	01/2026	05/2026	07/2026	GF-MOOE	40,000.00	• Technical Specification	
Sub-Total									40,000.00		
IT Supplies and Equipment											
Wi-Fi All-in-One Ink Tank Printer with ADF	Goods	1 unit * 10	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	17,000.00	• Technical Specification	
Sub-Total									17,000.00		
Miscellaneous Expenses											
Miscellaneous Expenses	Goods	3 lot * 6	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	15,000.00	• Technical Specification	
Sub-Total									15,000.00		
Common-Use Supplies & Equipment (CSE)											
Bond Paper, 70 gsm, A4	Goods	80 reams * 1	Competitive Bidding	No	01/2026	05/2026	06/2026	GF-MOOE	19,200.00	• Technical Specification	

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Bond Paper, 80 gsm, Long	Goods	50 reams * 2	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	15,250.00	• Technical Specification	
Pressboard Folder, Green, Legal	Goods	50 pcs * 9	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	1,500.00	• Technical Specification	
Sub-Total									35,950.00		
TOTAL BUDGET:										139,170.00	

* Please see attached specification

Prepared by: _____

SHELLLO G. CATORCE

Job Order

DBM

Date: 10/7/25

Submitted by: _____

DORYN JAN L. AVILA

Instructor III

DBM

Date: 10/7/25

Date Generated: 10/07/2025



Atty. M. Flores