



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

SCAN HERE



PPMP-2025-1009-302547

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) NO. 02

INDICATIVE  FINAL

Fiscal Year: **2026**

End-user or Implementing Unit: **Faculty of Veterinary Medicine** *DVCS*

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)		
<b>Fuel &amp; Lubricants</b>											
Fuel, Diesel	Goods	80 liters * 8	Small Value Procurement	No	01/2026	01/2026	02/2026	GF-MOOE	4,960.00	• Technical Specification	
<b>Sub-Total</b>									<b>4,960.00</b>		
<b>Office Supplies</b>											
Kitchen Paper Towel Roll	Goods	20 pc * 14	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	1,200.00	• Technical Specification	
<b>Sub-Total</b>									<b>1,200.00</b>		
<b>Office Furniture &amp; Fixture</b>											

PROCUREMENT PROJECT DETAILS					PROJECTED TIMELINE (MM/YYYY)			FUNDING DETAILS		Attached Supporting Documents	Remarks
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Basic Ergonomic Office Chair	Goods	1 pcs *4	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	6,000.00	• Technical Specification	
<b>Sub-Total</b>									<b>6,000.00</b>		
<b>Office Equipment</b>											
2 Line VOIP Phone	Goods	2 unit *1	Small Value Procurement	No	01/2026	01/2026	04/2026	GF-MOOE	16,000.00	• Technical Specification	
<b>Sub-Total</b>									<b>16,000.00</b>		
<b>IT Supplies and Equipment</b>											
Ink, Epson 003, Genuine Black 65mL	Goods	12 btl	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	4,560.00		
Ink, EPSON 003, Genuine Cyan 65mL	Goods	10 btl	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	4,000.00		
Ink, EPSON 003, Genuine Magenta 65mL	Goods	10 btl	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	4,000.00		
Ink, EPSON 003, Genuine Yellow 65mL	Goods	10 btl	Small Value Procurement	No	01/2026	01/2026	03/2026	GF-MOOE	4,000.00		
<b>Sub-Total</b>									<b>16,560.00</b>		
<b>Common-Use Supplies &amp; Equipment (CSE)</b>											
Air Freshener, Aerosol type	Goods	5 cans *2	NP - Agency to Agency	No	01/2026	01/2026	03/2026	GF-MOOE	1,475.00	• Technical Specification	



Prepared by: *[Signature]*  
**HARVIE P. PORTUGALIZA**  
Professor II  
FVM  
Date: Oct 9, 2025

Submitted by: *[Signature]*  
**HARVIE P. PORTUGALIZA**  
Professor II  
FVM  
Date: Oct 9, 2025



Date Generated: 10/09/2025

*July 3  
for AUCIA M. FLORES #*

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# **SPECIFICATION**



## 1. 2 Line VOIP Phone

(Must be compatible with existing fleet of VOIP Phone and Yeastar S300 Server)

1 Year Warranty

Audio Features

- HD voice: HD handset, HD speaker
- Smart Noise Filtering
- Narrowband codec: PCMU (G.711A), PCMA

(G.711?), G.723.1, G.729, G.729A, G.729B,

G.729AB, G.726, iLBC

- DTMF: In-band, Out-of-band (RFC 2833) and SIP

INFO

- Full-duplex hands-free speakerphone with AEC
- VAD, CNG, AEC, PLC, AJB, AGC

Phone Features

- 2 VoIP accounts
- Call hold, mute, DND
- One-touch speed dial, hotline
- Call forward, call waiting, call transfer
- Group listening, SMS, emergency call
- Redial, call return, auto answer
- Local 5-way conferencing
- Direct IP call without SIP proxy
- Ring tone selection/import/delete

- Set date time manually or automatically
- Dial plan
- XML Browser, action URL/URI
- Integrated screenshots
- RTCP-XR, VQ-RTCPXR
- Enhanced DSS Key

#### Directory

- Load phonebook up to 1000 entries
- Black list
- XML/LDAP remote phonebook
- Smart dialing
- Phonebook search/import/export
- Call history: dialed/received/missed/forwarded

#### IP-PBX Features

- Busy Lamp Field (BLF), Bridged Line Appearance

#### (BLA)

- Anonymous call, anonymous call rejection
- Hot-desking, voice mail
- Flexible seating
- Call park, call pickup
- Executive and Assistant
- Centralized call recording
- Visual voice mail
- Call recording

#### Display and Indicator

- 2.3" 132x64-pixel graphical LCD with backlight
- LED for call and message waiting indication
- Dual-color (red or green) illuminated LEDs for line status information
- Intuitive user interface with icons and soft keys
- Multilingual user interface
- Caller ID with name and number
- Power saving

#### Feature keys

- 2 line keys with LED
- 6 features keys: transfer, message, headset, redial, mute, hands-free speakerphone
- 5 navigation keys
- Volume control keys

#### Interface

- 2 x RJ45 10/100M Ethernet ports
- Power over Ethernet (IEEE 802.3af), class 1\*
- 1 x RJ9 (4P4C) handset port
- 1 x RJ9 (4P4C) headset port

#### Other Physical Features

- Color: Classic Grey
- Wall mountable
- External Yealink AC adapter



AC 100-240 V input and DC 5 V/0.6 A output

- Power consumption (PSU): 2-3 W
- Power consumption (PoE): 3-4 W
- Dimension (W x D x H x T):  
188 x 189 x 162 x 50 mm
- Operating humidity: 10-95%
- Operating temperature: -10 to +45°C (+14 to 113°F)
- Storage temperature: -30 to +70°C (-22 to +158°F)

#### Management

- Configuration: browser/phone/auto-provision
- Auto provision via FTP/TFTP/HTTP/HTTPS for mass deploy
- Auto-provision with PnP
- Zero-sp-touch, TR-069
- Phone lock for personal privacy protection
- Reset to factory, reboot
- Package tracing export, system log

#### Network and Security

- SIP v1 (RFC2543), v2 (RFC3261)
- Call server redundancy supported
- NAT traversal: STUN mode
- Proxy mode and peer-to-peer SIP link mode

- IP assignment: static/DHCP
- HTTP/HTTPS web server
- Time and date synchronization using SNTP
- UDP/TCP/DNS-SRV (RFC 3263)
- QoS: 802.1p/Q tagging (VLAN), Layer 3 ToS

#### DSCP

- SRTP for voice
- Transport Layer Security (TLS 1.3)
- HTTPS certificate manager
- AES encryption for configuration file (AES256)
- Digest authentication
- OpenVPN, IEEE802.1X, L2TP VPN
- IPv6
- LLDP/CDP/DHCP VLAN
- ICE
- WPA2/WPA3
- Secure boot
- GARP (Generic Attribute Registration Protocol)

#### Package Features

- Package content:
  - Yealink SIP-T31P IP phone
  - Handset with handset cord
  - Ethernet Cable (1.5m CAT5E UTP Cable)
  - Stand (not applicable to US wall plate Standard)

- Quick Start Guide
- Power Adapter
- Qty/CTN: 10 PCS
- N.W/CTN: 9.79 kg
- G.W/CTN: 10.83 kg
- 

## 2. Air Freshener, Aerosol type

- net content: at least 300 mL
- clean and refreshing scent

## 3. Alcohol, Ethyl, 1 Gallon

- 70% (+-2) v/v Ethanol (Ethyl Alcohol)
- Volume: 1 Gallon or at least 3.785 Liters (3,785 mL)
- Colorless clear liquid
- HDPE Plastic container

## 4. Basic Ergonomic Office Chair

- Material: Fabric seat and backrest, flame-retardant
- Frame: Steel with durable plastic components
- Features: Adjustable seat height (42–52 cm), 360° swivel, 5-star base with wheels, breathable fabric
- Standard Dimensions: Seat width 48 cm, seat depth 45 cm, backrest height 45 cm, overall height 90–100 cm
- Color: Black
- Load Capacity: 120 kg
- Ergonomic Compliance: Lumbar support, contoured backrest, proper seat depth
- Assembly: Complete assembly included upon delivery
- Safety & Compliance: CE, RoHS, ISO 14001, non-toxic materials
- Warranty: 1-year parts and service
- Green Procurement: recyclable materials, low-VOC paints

**5. Bathroom Deodorizer**

- with holder
- at least 100g
- any scent

**6. Bond Paper, 80 gsm, A4**

- 500 sheets/ream
- lint-free, bright white paper
- acid-free
- manufacturer should be ISO 9001:2015 (Quality Management System and 14004:2015 (Environmental Management System) certified

**7. Dishwashing Liquid Soap, Refill 350ml**

- Concentrated Dishwashing Liquid
- Antibacterial
- at least 350ml

**8. Fuel, Diesel**

- good quality

**9. Hand Soap, Liquid**

- 500 mL/bottle
- scented
- container: pump-type

**10. Ink, Epson 003,Genuine Black 65mL****11. Ink, EPSON 003,Genuine Cyan 65mL****12. Ink, EPSON 003,Genuine Magenta 65mL****13. Ink, EPSON 003,Genuine Yellow 65mL****14. Kitchen Paper Towel Roll**

Kitchen paper towel; roll; 2-pl; Sheet size: around 28cm x 23cm; Number of sheets: 80-90 per roll

### 15. Liquid Bleach

- at least 3785 mL
- multipurpose bleach
- 99.9% Antibacterial

### 16. Record Book, 500 Pages

- 55 gsm
- thickness of leaves: at least 0.07 mm
- size of cover: at least 278 mm x 214 mm (L x W)
- cover material: laminated chipboard
- durable smyth sewn binding
- non-blot