



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

PURCHASE REQUEST

PPMP No.: PPMP-2025-100124-0746

Dept./Office: PMRRO

PR No.: STF-2024-10-02610

Date: 10-08-2024

Section/End-User: Jessica L. Constantino

Category: Awards & Tokens

Funding Source: Special Trust Fund

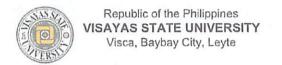
Project Title/Code: PMRR-STF-2025

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	10k gold plated rings for 30 years loyalty awards	pcs	10	10,000.00		100,000.00
2	Diploma folder, yellow, with VSU logo, for certificates of recognition	pcs	100	100.00		10,000.00
3	Printing of Loyalty Certificates for Loyalty Award - colored including paper - Cryogen white 120g	pcs	100	40.00	4	4,000.00
4	Statue Trophy, "Search for Truth", Metal Customized	pcs	40	3,050.00		122,000.00
5	Token, Assorted VSU Products and Memorabilia with bag	bags	5	2,500.00	1	12,500.00
6	VSU Pin -20mm BRONZE (for Loyalty Awardees)	pcs	50	230.00		11,500.00
7	VSU Pin -20mm SILVER (for Loyalty Awardees)	pcs	50	230.00		11,500.00
	TOTAL					271,500.00

Purpose: for office use

Checked by: Funds Available: MARIANE U/DELA PEÑA ALICIA M. FLORES HEAD, BUDGET OFFICE TWG - Awards & Tokens Prepared by: Noted by: Approved by: Signature: JESSICA L. CONSTANTINO HONEY SOFIA V. COLIS Printed Name: PROSE IVY G. YEPES Designation: UNIT HEAD, PROJECT LEADER PRESIDENT, VSU

☑ Original PPMP
Revised (Changed items, same budget)
Supplemental





PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) CY 2025

END-USER/UNIT: Performance Management and Rewards & Recognition Office

CHARGED TO STF

Project, Programs and Activities(PPAs):

1. Grants of Rewards and Recognition & Observance of CS Month Celebration and VSU Anniversary

PPMP #: PPMP-2025-100124-0746

Project Code: PMRR-STF-2025

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
	Accommodation															
	Accommodation for the guest speaker,5 pax at 1 room/pax/night	5 room	15,000.00	Public Bidding									5			
	Sub-Total		15,000.00													
	Awards & Tokens															
	Printing of Loyalty Certificates for Loyalty Award - colored including paper - Cryogen white 120g	100 pcs	4,000.00	Public Bidding								100				
	VSU Pin -20mm SILVER (for Loyalty Awardees)	50 pcs	11,500.00	Public Bidding							50					
	VSU Pin -20mm BRONZE (for Loyalty Awardees)	50 pcs	11,500.00	Public Bidding							50					
	10k gold plated rings for 30 years loyalty awards	10 pcs	100,000.00	Public Bidding							10					
	Diploma folder, yellow, with VSU logo, for certificates of recognition	100 pcs	10,000.00	Public Bidding	50						50					
	Token, Assorted VSU Products and Memorabilia with bag	5 bags	12,500.00	Public Bidding			4	1 - 45		165950			5			
	Statue Trophy, "Search for Truth", Metal Customized	40 pcs	122,000.00	Public Bidding				30					10			
	Sub-Total		271,500.00													
	Food & Food Ingredients															
	Snacks for Guest Speaker and Participants(Grant of Rewards and Recognition and Observance of CSC Mon	201 packs	20,100.00	Public Bidding									201			
	PM lunch for guest speaker	1 packs	300.00	Public Bidding									1			
	Sub-Total		20,400.00													

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
	TOTAL BUDGET:		306,900.00													

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

JESSICA L. CONSTANTINO

Submitted by:

HONEY SOFIA V. COLIS Unit Head/Project Leader Pate: 10/08/2024

RECEIVED: Benjielyn Corpid
Date: 10-8-29
OFFICE OF THE FRESIDENT
Visavas State University