



VISAYAS STATE UNIVERSITY

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Office of the Vice President for Administration & Finance



DEPARTMENT OF PURE & APPLIED CHEMISTRY

Visca, Baybay City, Leyte, PHILIPPINES
Telefax: +63 563 7747
Email: dopac@vsu.edu.ph
Website: www.vsu.edu.ph

28 JUN 22

Date

TO: DR. ELIZABETH QUEVEDO

FOR:

- | | |
|---|--|
| <input type="checkbox"/> Study | <input type="checkbox"/> |
| Comments/Recommendation | |
| <input type="checkbox"/> Appropriate Action | <input type="checkbox"/> Notation and Return |
| <input type="checkbox"/> Information | <input type="checkbox"/> Dissemination |

REMARKS

*PLEASE SUBMIT THE REQUIRED/
ESTIMATED COST OF RENOVATION.*

Thank you.

[Signature]

DANIEL LESLIE S. TAN
VP, Administration & Finance

[Signature]

ELIZABETH S. QUEVEDO

Recommending Approval:

for: *[Signature]*
MA. THERESA P. LORETO
Dean, CAS

DANIEL LESLIE S. TAN
VP for Admin. & Finance *rh8*

Approved:

EDGARDO E. TULIN
President

and Finance

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FM-VSU-03-2022-1124-77752

**DEPARTMENT OF PURE & APPLIED CHEMISTRY**

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November 24, 2022

Edgardo E. Tulin, PhD
President
Visayas State University

Thru: Daniel Leslie Tan
Vice President for Administration and Finance

The ISO external audit 2023 is fast approaching. However, the renovation of the weighing/balance room is still not completed due to lack of electrical manpower. In addition, the renovation of the dilapidated DoPAC instrument room is still not done due to lack of funds. If renovations will not be done and completed in due time, it might again earn a Non-Compliance result in the coming face to face evaluation. In this connection, I would like to make the request for funds for the prompt renovation of the DoPAC facilities.

Hoping for a prompt and an immediate action on this matter. Thank you very much.

Respectfully yours,

ELIZABETH S. QUEVEDO

Recommending Approval:

for:
MA. THERESA P. LORETO
Dean, CAS

DANIEL LESLIE S. TAN
VP for Admin. & Finance *mlb*

Approved:

EDGARDO E. TULIN
President



May 29, 2023

ELIZABETH S. QUEVEDO
Dept Head, DOPAC
Visca, Baybay City, Leyte

Dear Ma'am:

We thank you for your inquiry and would like to present the following cost estimate as per requested information: "Materials and Cost Estimation for the Repair of Laboratory Table Top in DoPAC AC-101 Rm", with reference service request no. *BHM-23-098*.

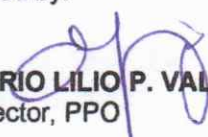
Cost estimate: *(Kindly refer to the table shown below.)*

No	Item Name	Qty.	Unit	Single price	Total price
1.	Marine Plywood 3/4	15	pcs		
2.	Stickwell				
3.	Finishing Nails # 2" and 1 1/2"	3	kgs		
4.	Cement	40	bags		
5.	Finishing Sand	6	Cu. M.		
6.	10mm Def. Bars	25	pcs		
7.	Tie Wire # 16	10	kgs		

Respectfully yours,


LUCIO D. POLE JR.
BHM Foreman, PPO

Noted by:


MARIO LILIO P. VALENZONA
Director, PPO