



27 January 2022

DR. EDGARDO E. TULIN

President

Visayas State University

Through: DR. DILBERTO O. FERRAREN
VP, Planning, Resource Generation & Auxiliary Services
Chairman, Bids and Awards Committee

Dear Dr. Tulin,

Good day, Sir.

Our College has been privileged enough to be appropriated some amount under the MOOE of our PCAARRD-funded project entitled: *Enhancement of the Visayas State University Semen Laboratory for Boar Semen Cryopreservation*, for the repair of laboratory facilities (please see attached). While we appreciate the timely completion of the concreted base walls for the laboratory room we are trying to repair, it has come to our attention that the items listed below failed during the regular bidding procedures. These items are needed for the glass/aluminum walls to be put on top of the concreted base to enclose the laboratory.

PR #: TF-2021-11-01487	Fixed bronze clear glass with brown aluminum frame (9 mtrs x 2.9 mtrs with class thickness of 1/4).	₱ 55,000.00
	Single swing door, Analok frame with bronze glass, standard size with installation	₱ 12,000.00

In view of this and where possible, the undersigned respectfully requests that the purchase of the said item/s shall be acquired through an Emergency Purchase. This laboratory will soon accommodate some of the cryopreservation equipment and thus needs to be completed sooner. Moreover, we were only given one (1) year for this project under the Institution Development Division of PCAARRD and thus funds provided should be utilized on time.

I look forward to your kind approval upon this request. Thank you very much.

Kindest regards,


DR. SANTIAGO T. PEÑA, JR.
Dean

Recommending approval:

DR. DILBERTO O. FERRAREN
VP, Planning, Resource Generation & Auxiliary Services
Chairman, Bids and Awards Committee

Approved:

DR. EDGARDO E. TULIN
President