



VISAYAS
STATE UNIVERSITY

INSTITUTE FOR
**STRATEGIC RESEARCH AND
DEVELOPMENT STUDIES**

August 25, 2023

Atty. Rysan C. Guinocor
Head, General Services Office
VSU, Visca, Baybay City, Leyte

Dear Atty. Guinocor,

Greetings!

We would like to request for an electrician to check and fix/repair the wirings and outlets of the ISRDS training room.

Hoping for your favorable approval on this request.

Thank you and more power!

Truly yours,

LILIAN B. NUÑEZ
Director ISRDS



**INSTITUTE FOR STRATEGIC RESEARCH
AND DEVELOPMENT STUDIES**

Visayas State University, PQVV+WJC, Baybay City, Leyte
Email: isrds@vsu.edu.ph
Website: www.vsu.edu.ph
Phone: +63 53 565 0600 Local 1049 & 1050



Management
System
ISO 9001:2015
www.tuv.com
ID: 9108650249



Page 1 of 1
FM-VSU-03
v2 05-09-2023
No. 2023-369