



VISAYAS STATE UNIVERSITY
Visca, City of Baybay, Leyte

TRAVEL REQUEST

Aug. 25, 2023

NAME	DIONESIO M. BAÑOC		SIGNATURE
DESIGNATION	Head, DSS & BAC Member		
DESTINATION	Cebu City		
DATE OF TRAVEL	Aug. 31 – Sept. 2, 2023		
PURPOSE	To attend the Pre-Bidding Conference of the Construction of the New Cebu Office Kitchen with Drivers Quarter		
ESTIMATED EXPENSES			
SOURCE OF FUNDS	STF		
TRANSPORTATION	UNIVERSITY VEHICLE	<input checked="" type="checkbox"/>	PUBLIC CONVEYANCE
SIGNATURE OF IMMEDIATE SUPERVISOR	<u>VICTOR B. ASIO</u> Dean, CAIS		
COMMENDING APPROVAL	N/A		
	(DEPT. HEAD/CHAIRMAN) N/A		
	(IF OTHER THAN DEPT./OFFICE HEAD) <u>DILBERTO O. FERRAREN</u> VP-PRGAS & BAC Chair		
APPROVED	<u>EDGARDO E. TULIN</u> University President		

Records Division
Accounting Division
Information

**OFFICE OF THE VICE PRESIDENT
PLANNING, RESOURCE
OPERATION AND AUXILIARY SERVICES**

Planning to conduct the Pre-Bidding and Bidding Cebu Office Kitchen at the VSU Cebu-Office, Cebu 2023 and September 15, 2023 respectively.

Conducted in Cebu so that prospective bidders / access to the site where the proposed building

be best that pre-bid and bid conference be held actors will be encouraged to attend and submit the VCO building given to a Region 8 contractor, Cebu Contractor. This resulted in dissatisfaction a best to conduct the conferences in VCO.

from your good office that the Bids and Awards al Working Group, Designer/Planner, Quantity ed to travel and conduct this activity to the above-

nnel who will participate in this activity as well as

consideration on this request.

and Auxiliary
Committee

Approved:

EDGARDO E. TULIN
President *8/16/23*

NG,
VICES



Management
System
ISO 9001:2015
CERTIFIED

