



March 18, 2022

Dr. Edgardo E. Tulin
President
Visayas State University
Visca, Baybay City, Leyte

Thru: **Dr. Daniel Leslie S. Tan**
VP for Administration and Finance

Dear Dr. Tulin:

Good day!

The Advanced Research and Innovation Center would like to request for the purchase and installation of an anti-vibration table for the confocal microscope. With this equipment, research proposals in emerging technologies can be formulated and collaborations within and outside the university can be established. Successful installation and operation of the equipment will be advantageous not only to the ARI Center but also to other units of the university. The confocal microscope is a highly specialized instrument and requires a specialized table but due to the limited budget at the time of purchase, the anti-vibration table was not included.

Please find attached the specifications of the anti-vibration table and the estimated costs.

I hope that the university can allocate a portion of its funds for this very important request.

Thank you very much.

Very respectfully yours,

MA. THERESA P. LORETO
Director, ARI Center

Recommending Approval:

DANIEL LESLIE S. TAN
VP for Administration and Finance

Approved:

EDGARDO E. TULIN
University President