





DEPARTMENT OF PURE AND APPLIED CHEMISTRY

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August 17, 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 Sir.

Good day. This is to inform your good office that the fumehood in one of the laboratory rooms (AC-206 – Organic Chemistry Laboratory) at DoPAC is already worn-out and non-functional. Thus, it needs to be replaced urgently as face to face classes will resume this coming September, 2022. The fumehood is really essential since all organic experiments which deals with some hazardous/toxic chemicals will be conducted in this laboratory room. In line with this, I humbly request for a budget in the purchase of the said equipment with the following specifications:

Product Name	Quantity	Price per Unit
Laboratory Fume Hood, chemical-resistant housing, ductless, with filter & Blower	1 Unit	P350,000.00
	Total	P350,000.00

Hoping for your favorable and prompt action on this request. Thank you very much.

Respectfully yours,

ELIZABETH S. QUEVEDO

Head, DoPAC

Noted:

MA. THERESA P. LORETO, PhD Dean, CAS

Recommending Approval:

DANIEL LESLIE S. TAN
VP for Administration and Finance

Approved:

EDGARDO E. TULIN President



Vision: Mission: A globally competitive university for science, technology, and environmental conservation. Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment. Page 2 of 2 FM-VSU-03 v0 05-04-2020

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