





## DEPARTMENT OF PURE AND APPLIED CHEMISTRY

Visca, Baybay City, Leyte, 6625-A Email: dopac@vsu.edu.ph Website: www.vsu.edu.ph

March 31, 2022

**EDGARDO E. TULIN** 

President Visayas State University Visca, Baybay City, Leyte

Thru: Dilberto . Ferraren

VP for Planning, Resource Generation & Auxiliary Services &

Chair, Bids & Awards Committee

Visayas State University

Dear Sir,

This is to request for a change in the mode of procurement from public bidding to Negotiated Procurement - Small Value Procurement (NP-SVP) of the following items namely Dissolve Oxygen Electrode and Replacement Membrane caps for Dissolve Oxygen Meter. The mentioned items are part of the Multimeter Kit that had become worn out due to constant use in research experiments. The replacement of these items is urgently needed since it is the only available multiparameter instrument in the department that have been used by the BS Chemistry major students who are currently conducting their thesis experiments. Thus, the request for the immediate purchase.

The items which are included in our PPMP for the year 2022 had the following unit cost as indicated in our PR which is currently for signature.

| Item  | Qty. | Unit | Linit O   |            |
|---|------|------|-----------|------------|
| Dissolve Oxygen Electrode                           | a.y. |      | Unit Cost | Total Cost |
| Replacement Membrane Caps for Dissolve Oxygen Meter | 1    | unit | 20,000    | 20,000.00  |
|   | 1    | set  | 7,000     | 7,000.00   |
|   |      |      | TOTAL     | 27,000.00  |

Hoping for your immediate action on this request. Thank you very much.

Respectfully yours.

NOREVE JEAN M. AGAD Chemical Technician

Noted:

ELIZABETH S. QUEVEDO

Head, DoPAC



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.







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## **Recommending Approval:**

MA. THERESA P. LORETO Dean, CAS DILBERTO O. FERRAREN
VP for Planning, Resource Generation
& Auxiliary Services

Approved:

EDGARDO E. TULIN President



Vision: Mission: