



August 24, 2022

DR. EDGARDO E. TULIN

President

Visayas State University

Visca, Baybay City, Leyte

Thru:

DR. DILBERTO O. FERRAREN

VP for Planning, Resource Generation and Auxiliary Services

BAC-Chairman

Dear **Pres. Tulin**:

Greetings of peace and solidarity!

The Institute of Human Kinetics would like to request approval from your good office that the procurement of the Athletes and Coaches' Uniform for the Mini SCUAA be through the Negotiated Procurement-Small Value Procurement (NP-SVP). There are only two remaining months before the said event, and if the bidding process is followed, the Uniform will no longer arrive on time. Furthermore, the supplier also needs time for the sizing and tailoring of the Uniform.

Your approval of this humble request is highly anticipated.

Thank you very much for your continued support of the sports development of the University.

Carpe diem amidst the pandemic.

Sincerely yours,

CHARIS B. LIMBO

Director, IHK

Noted:

BAYRON S. BARREDO

Dean, College of Education