



29 November 2021

DR. EDGARDO E. TULIN

President

Visayas State University

THRU: **Dr. Dilberto O. Ferraren**

Vice President for Planning, Resource Generation and Auxillary Services
Chairman, Bids and Awards Committee

Dear Dr. Tulin:

Good day!

Part of our office's targets is to publish several important materials, such as the Research Digest, the RDE Highlights Newsletter for the year 2021, the Directory of University Experts, and the 2021 OVPREI Annual Report.

The Research Digest is a knowledge management project undertaken by the Director for Research which aims to compile the researches and technologies generated by VSU home-grown scientists themselves.

Each digest will focus on various commodities and will provide an overview of the individual studies. This way, young and budding researchers can also find topics of particular relevance to their needs.

We hope to have this published in the 1st quarter of 2022. Because of this, we would like to request to have this printed thru Negotiated Procurement Small Value Procurement (NPSVP).

The cost of printing is about P105,000.00 for five volumes, 150 copies each for the colored version, and P175,000 for 750 copies for the BW version. We are making another version for undergraduate studies which costs around P30,000 for 200 copies.

On the other hand, we plan to make the RDE Highlights Newsletter and the Annual Report be a quarterly and annual publication from the office. The printing cost for this would be P90,000 for 150 copies, and P60,000 for 500 copies, respectively.

Meanwhile, the Directory of University Experts simply aims to create an inventory and list of researchers to make getting in touch with them easier, as well as find means of marketing them easier to the public. The printing cost for this would be P250,000 for 250 copies.

Lastly, we have the 2021 Annual In-House Review Proceedings which will have the printing cost of P24,000 with 150 copies.

All in all, these publications amount to P694,000.

Looking forward to your response. Thank you very much!

Sincerely,


ROSA OPHELIA D. VELARDE
Director for Research

Recommending Approval


MARIA JULIET C. CENIZA
Vice President for REI

DILBERTO O. FERRAREN
Vice President for PRGAS

Approved:

EDGARDO E. TULIN
President

cc:

Ms. Louella C. Ampac	, Director, FMO
Ms. Alicia M. Flores	, Head, Budget Office
Mr. Jed Asaph D. Cortes	, Section Head, KMU, OVPREI-RPO