



SEGUA

Construction and Enterprises

Zone 4, Brgy. Gumamela, Sta. Rita, Samar
Email Add: seguacons@yahoo.com

Date: December 2, 2021

To: **Edgardo E. Tulin**

President

Visayas State University, Baybay City

Project: **Completion of Covered Court of VSU Tolosa**

Subject: **2nd Partial Billing**

Dear Sir:

In connection to the above-mentioned project, we would like to request from your good office for Second Partial Payment for the progress on the project. In line to this matter, we would like also to request thru your inspectorate team to conduct validation/assessment the work accomplished as of to-date.

We shall be looking forward to your most favorable action on the matter.

Thank you.

With best regards,

Gilbert C. Benitez

Proprietor

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