



8 March 2021

MEMORANDUM NO. 345
Series of 2021

T O: **Dr. Remberto A. Patindol** – Chairperson
Ms. Alicia M. Flores – Co-Chairperson
Ms. Maria Teresa A. Cruz – Member
Engr. Marlon G. Burlas – Member
Engr. Sean O. Villagonzalo – Member
Mr. Legario B. Ramos – Member
Ms. Jessamine C. Ecleo – Secretary

R E: **Reconstitution of the VSU Disposal Committee**

With Dr. Remberto A. Patindol as Chairperson, Ms. Alicia M. Flores as Co-Chairperson, Ms. Jessamine C. Ecleo as Secretary and the rest as members, the VSU Disposal Committee is hereby reconstituted effective immediately until December 31, 2021 or unless sooner revoked or terminated by higher authorities. Please be guided with the provisions of Executive Order No. 309 dated March 8, 1996.

Specifically, the committee is tasked to do the following:

1. Conduct inspection of properties to be disposed.
2. Conduct appraisal of unserviceable properties.
3. Recommend to the VSU President the mode of disposal.
4. Advertise/post invitation to bid.
5. Receive, open and evaluate bids.
6. Resolve requests/motions for reconsideration related to the bids.
7. Recommend to the VSU President the awarding of bids.

Please be guided accordingly.


EDGARDO E. TULIN
President

cc:	OVPAF	ODF/Budget
	OVPA	ODAS
	OVPREI	Accounting
	OVPPRGEA	ODHRM/RSPPRO
	OVPSAS	COA
	OUS	IASO
	Deans	Records
	Director	File