



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A

Philippines

Telefax: 053-3352601

Office of the President

27 October 2003

MEMORANDUM CIRCULAR NO. 51

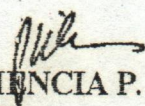
Series of 2003

T O: All LSU Faculty and Staff

R E: Disposal of Unserviceable Properties/Waste Materials

Please be informed that unserviceable LSU properties and waste materials are open for disposal at the Property Office on "as is, where is basis". All LSU employees may inspect these items and submit a sealed bid and an amount equivalent to 10% of bid at the Property Office.

Opening of all bids will be done on November 12, 2003 by the Disposal Committee in the presence of a COA representative.


PACIENCIA P. MILAN
President

cc: Disposal Committee
OVPAF
Property Office
COA
Records
File