



29 May 2023

Dr. Beatriz S. Belonias

Vice President for Academic Affairs
Visayas State University
Visca, Baybay City, Leyte

Dear **Dr. Belonias**:

Greetings!

The Department of Pest Management has been aiming to attain the University's goals and objectives of providing world-class education to students. In order to continue the improvement of its instruction program, the department is in need of the following equipment:

1. One (1) Colored Digital Photocopier
(Estimated Cost Php 130,000.00)

Specifications:

- Full color digital copier with network printing, color scanning and network fax
- Copy and print speed of 30 copies per minute, A4
- 7-inch color touch screen panel
- CPU: dual core 1.2 GHz
- Paper size from A6R to Legal Size
- Standard memory capacity is 1GB, max 3GB Plus 128GB SSD option
- Paper capacity of 250 sheets cassette and 100 sheets multipurpose tray
- Built-in 75-sheets reversing document processor and stackless duplex unit
- Compatible with windows, makintosh and linux
- Scan to SMB/E-mail/FTP/USB host/Box, Network Twain scan and WSDScan
- Low power consumption Copying: 512w or less, Sleep mode: 0.6W
- Super G3Fax, Stand-alone network connection
- Maintenance Kit of 200,000 copies
- With lifetime service

2. Ten (10) Electric Compound Binocular Microscopes
(Estimated Cost Php 55,000.00/Unit)

Specifications:

- **Objective Lenses:** DIN standard Achromat 4x, 10x, 40xR, 100xR oil immersion objectives are parfocalled, parcentered, color coded and mounted in reverse facing quadruple;
- **Eyepieces:** Wide field 10x eyepieces, FN18. Interpupillary adjustment 55-75mm. Eyepiece can be fitted with a 20mm diameter reticle
- **Total Magnification:** 40x, 100x, 400x, 1000x
- **Specimen Stage:** Large 125mm x 115mm stage, with built-in mechanical stage. Mechanical stage provides X-Y movement of 55mm x 75mm
- **Focusing:** Rack and pinion coarse focus with tension adjustment, separate fine focus. Coarse focus knob control moves the stage up or down 20mm. Fine focus moves 0.2mm per

- **Condenser:** Abbe NA 1.25 condenser with iris diaphragm and filter holder for 32mm filter
- **Illumination:** 1W LED illumination with on/off switch with intensity control. Corded microscope is voltage sensing 100~240V
- **Warranty:** 5-year warranty, excluding LED bulb
- **Includes:** Dust cover and blue filter

The photocopier is necessary in the reproduction of instructional and test materials in high volume and in clear quality printing. The existing Risograph machine in the department has been in service for a long time and may reach to its unserviceable life anytime soon.

Consequently, half of these microscopes will be reserved for exclusive use of MS and PhD students whose subjects and thesis require intensive microscopic examination. The remaining units will serve as a relief to the increasing number of classes especially those with the courses related to microbiology. The department have only 10 existing compound microscopes but five of which are with limited service because of defective objective lenses which need to be replaced.

I am hoping for your kind approval of this request. Thank you.

Very truly yours,


ROBELYN T. PIAMONTE
 Head, DPM

Approved:


BEATRIZ S. BELONIAS
 VP for Academic Affairs

1 photocopier
 3 microscopes off } changed to printer