



VISAYAS
STATE UNIVERSITY



VSU RADIO

DYDC-FM 104.7

21 February 2024

DANIEL LESLIE S. TAN
OIC President
Visayas State University

Dear Dr. Tan,

Greetings!

We are writing to formally request the purchase of a cellphone for local news reporting purposes of VSU DYDC-FM. The acquisition of a reliable and up-to-date mobile device is crucial for our team to enhance the efficiency and quality of our reporting in the field.

After careful consideration, we have identified a cellphone that aligns with our requirements for local news coverage. Below are the specifications of the cellphone:

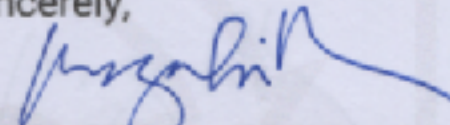
1. 2.2 GHz, 2 GHz Processor
2. Octa-Core CPU Type
3. Display (6.6" full rectangle) / 163.0mm (6.4" rounded corners)
4. Resolution 1080 x 2408 (FHD+)
5. Max Refresh Rate 90 Hz
6. Camera Rear Camera - Resolution (Multiple) 50.0 MP + 2.0 MP + 2.0 MP
7. Front Camera Resolution 13.0 MP
8. Video Recording Resolution FHD (1920 x 1080) @ 30fps
9. Memory 6GB Storage 128GB
10. MicroSD (Up to 1TB)
11. Dual-SIM
12. SIM 1 + SIM 2 + MicroSD
13. USB Type-C
14. 3.5mm Stereo
15. Bluetooth v5.2
16. Battery Capacity (mAh, Typical) 5000

The purchase of this cellphone will significantly contribute to the overall improvement of our news reporting capabilities, enabling us to provide our audience with more engaging and timely coverage.


We kindly request your approval for the allocation of funds to facilitate the purchase of the cellphone. The total cost of the device is twenty thousand (P20,000.00) pesos only and we believe it will be a worthwhile investment in enhancing our news reporting efforts.

Thank you for considering this request, and we look forward to your positive response.

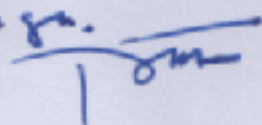
Sincerely,

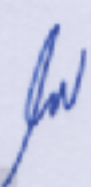

CHRISTINA A. GABRILLO
Station Manager, DYDC-FM

Approved:

 **DANIEL LESLIE S. TAN**
OIC-President

VSU RADIO DYDC-FM 104.7
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To: Finance Committee.
For your appropriate action.
This is.


Notes: considering the cost of the CP
which is P20K & its possible expense
for the load, I think it is best
to discuss this w/ Fin. Com since
this might set a precedence. 



Management
System
ISO 9001:2015
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V2 05-09-2023
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