



March 21, 2023

EDGARDO E. TULIN

President

Visayas State University

Visca, Baybay City, Leyte

Thru:

DANIEL LESLIE S. TAN

VP, Administration and Finance

Dear Prof. Tulin:

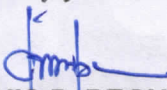
The Regional Climate Change Research and Development Center had undergone general inspection of the building and found out that most of the light bulbs and fluorescent tubes are not functioning and or busted. The Center was not able include these items in the purchase request due to inadequate funds.

The center has to replace 120 sets of LED light fluorescent and 70pcs (15 watts) of LED bulbs as replacement of the busted lights in the RCCRDC Building.

In connection to this, we wish to request for financial support in the estimated amount of PhP 108,840.00 for the purchase of 60 sets of LED light fluorescent and 40pcs of LED bulbs (15 watts), since we have a very limited operating budget. The lights will be installed in the lobby, offices, training hall, entrance and classrooms used by BS Nursing and Students taking Math subject.

We are hoping for your kind approval of this request.

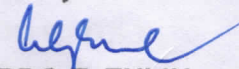
Very truly yours,


DENNIS P. PEQUE, PhD, RFor, EnP
 Director, RCCRDC

Recommending Approval:


DANIEL LESLIE S. TAN - 3/24-
 VP, Administration and Finance

Approved by:


EDGARDO E. TULIN
 President

changed to Fac. Dev.