



RUBY STAR ENTERPRISES

WASHINGTON BUILDING, JUSTICE ROMUALDEZ STREET, TACLOBAN CITY
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PROF. DR. PROSE IVY GUASA YEPES

President

Visayas State University

Baybay City, Leyte

August 11, 2025

Subject: **"SUPPLY AND DELIVERY OF OFFICE AND JANITORIAL SUPPLIES AND OTHER GENERAL MERCHANDISE PRODUCT WITH VSU-GOODS-25-08"**

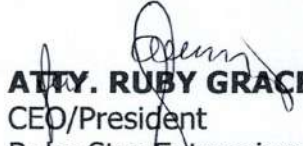
262	Maps International – Large World Map – Wall Map Poster with Flags – Laminated – 22x33 inches	1pc
263	Maps International – Large Map of Asia – Wall Map Poster with Flags – Laminated – 22x33 inches	1pc
264	Maps International – Large Map of Europe – Wall Map Poster with Flags – Laminated – 22x33 inches	1pc
265	Maps International – Large Map of America – Wall Map Poster with Flags – Laminated – 22x33 inches	1pc
266	Maps International – Large Map of Africa – Wall Map Poster with Flags – Laminated – 22x33 inches	1 pc

I am writing to request a waiver for the "SUPPLY AND DELIVERY OF OFFICE AND JANITORIAL SUPPLIES AND OTHER GENERAL MERCHANDISE PRODUCT WITH VSU-GOODS-25-08" Requirements due to the unavailability of the required. Despite of our best efforts, we were unable to source the item in the specified Size.

We kindly request that this requirement be waived, and alternative arrangement be considered. We are willing to provide alternative options or solutions that meet the intended purpose.

Thank you for considering our request.

Sincerely,


ATTY. RUBY GRACE A. LASTRILLA
CEO/President
Ruby Star Enterprises
Tacloban City