



OP#1221  
 8/10/21

## PURCHASE REQUEST

Dept./Office: **PRCRTC**PR #: **TF-2021-08-00573**Date: **08-04-2021**Section/End-User: **Lucenita S. Estoy**Category: **Laboratory Equipment**Funding Source: **Trust Fund**Project Title/Code: **20201050.1.94**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Calibration and Maintenance	unit	4	5,000.00		20,000.00

**Specification:**

Calibration of total station with certificate

	<b>TOTAL</b>					<b>20,000.00</b>
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Purpose: Equipment Calibration

Checked by:

  
**JACOB GLENN F. JANSALIN**

TWG - Laboratory Equipment

Funds Available:

  
**NICK FREDDY R. BELLO**

(OIC) HEAD, ACCOUNTING OFFICE

Signature:

Printed Name:

**LUCENITA S. ESTOY**

Designation:

END USER

Noted by:

  
**DANIEL LESLIE S. TAN**

UNIT HEAD, PROJECT LEADER

Approved by:

  
**EDGARDO E. TULIN**


PRESIDENT, VSU



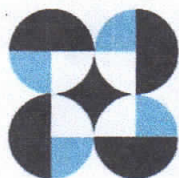
## JUSTIFICATION

The calibration of the set of equipment is one of the requirement of the PhilRootcrops Food Processing Plant for FDA approval and renewal of the License to Operate (LTO), to ensure that the food produced is monitored and safe. This letter is to justify that the **'Department of Science and Technology Regional Office No. VIII (DOST VIII) Regional Standards and Testing Laboratory (RSTL)'** is the only service provider available for the on-site calibration of equipment; with the following reasons:

1. Due to the pandemic, travel from other islands and regions are limited and restricted at some degree. Since DOST VIII RSTL is located within the region (Palo, Leyte), on-site calibration is more possible with them given that they will comply with the health protocols imposed by the city and the university.
2. DOST VIII RSTL is the only accredited testing laboratory available within the region
3. The DOST VIII RSTL is government-owned; hence it has cheaper service fees.

  
**DANIEL LESLIE S. TAN**  
Project Leader





REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF SCIENCE AND TECHNOLOGY**  
REGIONAL OFFICE NO. VIII



Date : 04 August 2021

TO : **Philippine Rootcrops Research and Training Center**  
**Visayas State University**  
VISCA, Baybay City, Leyte

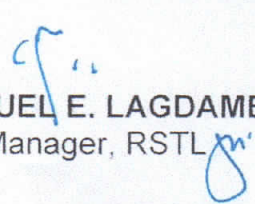
FROM: **DOST8- RSTL**

Re : **Request for Quotation, On-Site Calibration of Laboratory Equipment**

Qty	Description	Unit Price	Total Price
2 units	Chest Freezer	Php 2,100.00	Php 4,200.00
		Per additional setting: Php 500.00	
1 unit	Top-Loading Balance	Php 1,000.00	1,000.00
	On-site Fee@1,500/day for 1 day	Php 1,500.00	Php 1,500.00
	<b>TOTAL PRICE</b>		<b>6,700.00</b>

Terms and Conditions:

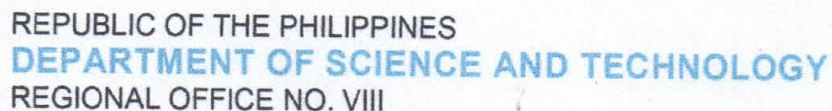
1. Full payment calibration fee upon request (cash or check payable to DOST-8).
2. Following charges to be paid after the calibration job/work payable to the calibration analyst, as follows:
  - Travelling expenses allowance at Php 800.00/day per analyst.
3. Provide transportation for the analyst from DOST8 to plant site and vice versa.
4. Provide food for the analyst.
5. Overtime pay incase service rendered is beyond regular time (8:00 A.M.- 5:00 P.M. weekdays), based on per hour salary of the staff.

  
**EMMANUEL E. LAGDAMEN**  
Quality Manager, RSTL

Postal Address: Government Center, Candahug Palo, Leyte, Philippines  
Website: <http://region8.dost.gov.ph>  
E-mail address: [records@region8.dost.gov.ph](mailto:records@region8.dost.gov.ph)

Tel. No. (053) 323-6356  
Fax No.: (053) 323-6356  
Tel No: (053) 323-6036  
(053) 888-4203  
(053) 888-0948





Date : 04 August 2021

TO : **Philippine Rootcrops Research and Training Center**  
**Visayas State University**  
VISCA, Baybay City, Leyte

FROM: DOST8- RSTL

Re : Request for Quotation, Off-Site Calibration of Laboratory Equipment

Qty	Description	Unit Price	Total Price
2 units	Pressure Gauge	Php 750.00	Php 1,500.00
2 units	Digital Thermometer	1,700.00	3,400.00
1 unit	Dial Thermometer	1,700.00	1,700.00
	<b>TOTAL PRICE</b>		<b>6,600.00</b>

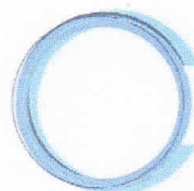
### Terms and Conditions:

1. Full payment calibration fee upon request (cash or check payable to DOST-8).

EMMANUEL E. LAGDAMEN  
Quality Manager, RSTL

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CERTIFICATION  
INTERNATIONAL

# Certificate of Registration

This is to certify that

## Department of Science and Technology – Regional Office VIII

Government Center, Candahug, Palo, Leyte 6501, Philippines  
and at the sites listed on the attached Appendix

operates a quality management system which has been assessed as conforming to

**ISO 9001:2008**

for the scope of activities

**Provision of science and technology transfer and  
commercialization services, science and technology information  
and promotion services, and science and technology  
scholarship services.**

Certificate No: **CIP/4211/09/09/664** Issue Date: **26 October 2015**

Valid until **14 September 2018** subject to adherence to the agreed ongoing audit programme, successful  
endorsement of certification following each audit and compliance with CI Regulations  
Date of original issue: 26 October 2009

Signed for and on behalf of

President and Managing Director



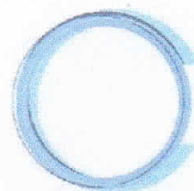
Certification International Philippines, Inc., 8th Floor, OMM-Citra Bldg., San Miguel Ave., Ortigas Center, Pasig City, Metro Manila, Philippines 1605

[www.cert-int.com](http://www.cert-int.com)



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CERTIFICATION  
INTERNATIONAL

## Appendix to Certificate

### Department of Science and Technology - Regional Office VIII

Certificate No: **CIP/4211/09/09/664**

**PSTC - Leyte**

Government Center, Candahug, Palo, Leyte 6501, Philippines

**PSTC - Southern Leyte**

Capitol Site, Asuncion, Maasin City, Southern Leyte 6600, Philippines

**PSTC - Biliran**

Naval State University (NSU) Compound, Naval, Biliran 6560, Philippines

**PSTC - Samar**

Samar State University (SSU) Compound, Barangay Guindapunan,  
Catbalogan City, Samar 6700, Philippines

**PSTC - Eastern Samar**

Eastern Samar State University (ESSU) Compound, Barangay Maypangdan,  
Borongan City, Eastern Samar 6800, Philippines

**PSTC - Northern Samar**

University of Eastern Philippines (UEP) Compound, Catarman,  
Northern Samar 6400, Philippines

President and Managing Director

