



RUBY STAR ENTERPRISES

WASHINGTON BUILDING, JUSTICE ROMUALDEZ STREET, TACLOBAN CITY
☎ (053) 321 - 8803 📠 (053) 523 - 0145

PROF. DR. PROSE IVY GUASA YEPES

President
Visayas State University
Baybay City, Leyte

August 11, 2025

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


1883	Curtain, Venetians Dou Roller blinds plain 64x 122 inches	1pc
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Were writing to inform you that the Curtain, Venetians Dou Roller blinds plain 64x 122 inches you ordered is too long. We recommend to using 2 blinds instead of 1 whole blind to ensure proper functionality and aesthetics.

Using half blinds will not only fit your window better but also provide easier maintenance and operation.

Thank you for considering our request.

Sincerely,


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