



Institutional Bulletin

Series 18 of 2018

List of Candidates for Graduation SY 2017-2018

As of April 30, 2018

As of April 30 there is a total of 333 candidates for graduation for SY 2017-2018. The initial list can be viewed in the university website at <https://www.dlsau.edu.ph/events/graudates-list-2018/index.html>. The breakdown of the candidates is as follows:

Graduate School	10
College of Veterinary Medicine & Agricultural Sciences	117
College of Education	11
College of Business, Management, & Accountancy	109
College of Arts, Sciences, and Technology	86
Total	333

Students who expect to graduate but whose names were not included in the list are advised to proceed to the Registrar's Office on or before May 5 (Saturday) to settle their academic deficiencies.

Please be advised that the final list can be viewed in the same link on May 7 (Monday), 5:00 PM.

FAPE ESC Grants for Incoming Grade 7 Students

As of May 2, 2018

Please be advised that the university has been given a total of 313 slots for ESC grants for incoming Grade 7 students by the Fund for Assistance to Private Education (FAPE). The slots can be availed by both old and new students.

Interested individuals may request for an application form from the Vice Principals Office or from the Office of the Student Admission. The deadline for application is on June 8 (Friday).

1st SHS Commencement Exercises

May 11, 2018

Please be advised that the 1st Commencement Exercises for Senior High School students is on May 11 (Friday), 3:00 PM, at the Teresa Yuchengco Auditorium, Don Enrique T. Yuchengco Hall, De La Salle University, Manila. Br. Armin A. Luistro FSC, President of De La Salle Philippines, will be the Guest of Honor and Speaker for the said event.

Students are advised to arrive at the venue at least an hour early for the assembly.

71st TED and Graduate Studies Commencement Exercises

May 13, 2018

Please be advised that the 71st Commencement Exercises for Tertiary Education Department and Graduate Studies students is on May 13 (Sunday), 3:00 PM, at the Aguinaldo Theater (AFP Theater), De Jesus Avenue, Camp Aguinaldo, Quezon City. Mr. Edgar Chua, Independent Director of Energy Development Corporation, will be the Guest of Honor and Speaker for the said event.

Students are advised to arrive at the venue at least an hour early for the assembly.

Institutional Outing 2018

May 20 to May 21, 2018

On May 20 (Sunday)–21 (Monday), the university will be holding the annual Institutional Outing at the White Corals Beach Resort in Bataan.

Permanent partners and administrators who wish to join the said activity simply need to confirm their attendance on or before May 8 (Tuesday) and at no cost. The attendance confirmation sheet are already made available to your respective office/department/unit at press time.

Probationary full-time, part time, and agency-hired partners who wish to participate in the institutional outing may join the said activity for a fee of PhP 2 000.00 only which should be paid at the cashier and afterwards please provide the Human Resources Development and Management Office with the copy of the receipt on or before May 10 (Thursday).

Participating Lasallian partners are asked to bring with them their personal toiletries and supplies.

Please refer to the itinerary below:

May 20 (Sunday)

9:00 AM Assembly at DLSAU
10:00 AM Estimated Time of Departure
11:00 AM Stopover for Lunch at NLEX (on pax account)
2:00 PM Check in at Bataan White Corals Beach Resort
6:00 PM Dinner

May 21 (Monday)

6:00 AM Breakfast
11:00 AM Check out at Bataan White Corals Beach Resort
12:00 NN Lunch at Bataan White Corals Beach Resort
1:00 PM Estimated Time of Departure
3:00 PM Stopover for Snacks at NLEX (on pax account)
5:00 PM Estimated Time of Arrival at DLSAU

Reminders:

1. If a concerned permanent partner and/or administrator confirms his/her attendance and did not show up during the institutional outing, an amount of PhP 2,000.00 will be automatically deducted from their June 10th salary.
2. If a concerned probationary full-time, part-time and agency-hired partner confirms his/her attendance and did not show up during the institutional outing, the initially paid amount of PhP 2000.00 will be non-refundable.

Bidding Instructions for Space Gear

Until May 30, 2018

All individuals who wish to participate in the bidding for the Mitsubishi L-400 Van Space Gear are advised to take note of the following instructions:

1. Except for bidding committee members, all companies, organizations and individuals are qualified to participate in the Sealed-Bid Auction.
2. A qualified participant is entitled to make one (1) bid. Interested parties may schedule an inspection of the vehicles starting May 15, 2018 through Mr. Lorenzo Gallego or Mrs. Wena Salvado at (02)330-9128 to 33 local 108. All inspections must be done at the De La Salle Araneta University campus.

3. Participant should indicate the following information in his/her bid, which should be submitted in a sealed white letter envelop:
 - a. Name of Bidder/Participant
 - b. Office Address
 - c. Contact Numbers (Office and mobile phone)
 - d. Item being bid for
 - e. Bid Price
 - f. Bidder's Signature
4. The following information should be indicated outside of the sealed white letter envelope:
 - a. Name of Bidder/Participant
 - b. Office Address
 - c. Item being bided for
5. Participant shall be required to pay a Participation Fee in the amount of Five Hundred Pesos (P500.00) upon submission of his/her bid, which shall be acknowledged with an official receipt. Proceeds from this participation fee shall go to the DLSAU's Scholarship Endowment Fund.
6. Sealed bid must be submitted together with the Participation Fee to MS. DELIA TABLE, Controller, DLSAU, Victoneta Avenue, Potrero, Malabon City on or before 4:00 P.M. of May 30, 2018.
7. All bids submitted shall be deemed firm and final. No changes shall be allowed unless otherwise required by the Bidding Committee, which shall be announced before the deadline of the submission of bids.
8. The winning bidder will be required to pay a non-transferrable Performance Bond equivalent to 10% of the BID PRICE within 3 working days after the announcement of winner. The said Performance Bond will be deducted from the winning bid price upon settlement of the balance.
9. In case the winning bidder decides NOT to purchase the item or does not settle the balance within 30 days after the announcement of winners, the Performance Bond shall be forfeited in favor of De La Salle Araneta University, and the right to purchase the item shall be awarded to the next highest bidder.
10. Ownership of the vehicle may be transferred to the winning bidder only upon full payment of the purchased/bid price. The winning bidder shall shoulder all expenses related to the transfer of ownership of the vehicles.

Mitsubishi L-400 Van Space Gear information:

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| 1. | Mileage as of May 3, 2018 | 129,551 KM |
| 2. | Minimum Bid | P 200 000 |
| 3. | Year Model | 2004 |
| 4. | Color | Green/Gray |
| 5. | Engine Number | 4G64A034886 |
| 6. | Chassis Number | W503817A |



Mr. Christopher N. Polanco
Chancellor