

Republic of the Philippines  
**VISAYAS STATE UNIVERSITY**  
Visca, Baybay City, Leyte  
**SUPPLY & PROPERTY MANAGEMENT**

## INSPECTION & ACCEPTANCE REPORT

Supplier: **N. N. ALCALA STORE**

IAR No: 25-07-0872

P.O No.: **PO-STF-MOOE-2025-07-0442**

Date: 2025-07-17

Office/Dept: **PPO**

**72,000.00**

**STF-2025-07-00783**

| No. | UNIT | DESCRIPTION                         | Quantity |        | Date Received          | Balance | Remarks   |
|-----|------|-------------------------------------|----------|--------|------------------------|---------|-----------|
|     |      |                                     | Per P.O  | Actual |                        |         |           |
| 1   | roll | ALPHA GEENA CLOTH 150 YARDS (WHITE) | 12       | 12     | 2025-07-16<br>#: 09321 | 0       | Completed |

**Specification:**

- FOR 2025 GRADUATION CEREMONY
- COLOR WHITE

**INSPECTION**

**ACCEPTANCE**

Date Inspected: *7/17/25*

Date Received: *7/17/25*

- ☐ Inspected, verified and found in order as to quantity and specifications
- ☐ Others: \_\_\_\_\_

- ☒ Complete
- ☐ Partial

*[Signature]*  
**JHONAVEL R. CASTIL**  
Inspector

*[Signature]*  
**VIVIAN V. BALBARINO**  
Head, Supply & Property Management