

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

## INSPECTION & ACCEPTANCE REPORT

Supplier: **PALM PHOTO AND PRINTSHOP**  
P.O No.: **PO-STF-2025-09-0592**  
Office/Dept: **IHK**

IAR No: 25-11-1466  
Date: 2025-10-02  
**227,920.00** STF-2025-07-00829

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	pc	Customized Medal Bronze (2 inches in diameter)	288	288	2025-10-01 #: CI 0578	0	Completed
2	pcs	Customized Medal Gold (2 inches in diameter)	238	238	2025-10-01 #: CI 0578	0	Completed
3	pc	Customized Medal Silver (2 inches in diameter)	288	288	2025-10-01 #: CI 0578	0	Completed

### INSPECTION

### ACCEPTANCE

Date Inspected:

10/2/25

Date Received:


10/2/25

☒ Inspected, verified and found in order as to quantity and specifications

☒ Complete

☐ Others: \_\_\_\_\_

☐ Partial

  
**MARK LOUIS L. GARCES**  
Inspector

  
**DOREEN B. ALBA**  
Head, Supply & Property Management