

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

## INSPECTION & ACCEPTANCE REPORT

Supplier: **N. N. ALCALA STORE**  
P.O No.: **PO-TF-2025-10-0702**  
Office/Dept: **DBM**

IAR No: 25-11-1556  
Date: 2025-10-30  
**1,350.00** TF-2025-09-01193

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	pc	Plastic ID Holders with lanyard	30	30	2025-10-29 #: DR 10102	0	Completed

**Specification:**

- 5 in x 7 in

**INSPECTION**

**ACCEPTANCE**

Date Inspected:

*10/30/25*

Date Recieved:

*10/30/25*

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

☒ Complete

☐ Others: \_\_\_\_\_

☐ Partial

*[Signature]*  
**MARK LOUIS L. GARCES**  
Inspector

*[Signature]*  
**DOREEN B. ALBA**  
Head, Supply & Property Management