

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

INSPECTION & ACCEPTANCE REPORT

Supplier: **LAQUEST PHILIPPINES, INC.**
P.O No.: **VSU-GOODS-25-06-02 (STF-CO)**
Office/Dept: **ICTMC**

IAR No: 25-10-1354
Date: 2025-10-15
3,193,344.00 STF-2025-01-00079

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	lot	(1 lot) Google Workspace for Education Plus	1	1	2025-10-15 #: SI 00073	0	Completed

Specification:

- 1 year subscription (October 3, 2025 to October 2, 2026)
- Licenses for 16,000 students and 4,000 staff
- Domain @vsu.edu.ph
- Includes Gmail and other Google Apps
- At least 100 TB of pooled cloud storage
- At least 20 GB additional storage per licensed user
- Google Meet Recording
- Shared Drives
- Context-Aware Access
- Endpoint and mobile-device management
- Advanced mobile-device management
- Inclusive of Professional training services to maximize Workspace subscription
- Supplier must be Google certified trainer and should identify services offered
- Supplier must provide complete terms and conditions for review by end user
- Winning bidder must conduct training for new administrators
- Delivery of the items: on or before October 2, 2025.

INSPECTION

Date Inspected:

10/15/25

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

☐ Others: _____

ACCEPTANCE

Date Recieved:

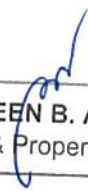
10/15/25

☒ Complete

☐ Partial



JUDE B. ROLA
Inspector



DOREEN B. ALBA
Head, Supply & Property Management