

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

## INSPECTION & ACCEPTANCE REPORT

Supplier: **MGQ ENTERPRISES CORPORATION**

IAR No: 25-07-0923

P.O No.: **PO-GF-MOOE-2025-06-0307**

Date: 2025-07-24

Office/Dept: **DTE**

**84,800.00**

GF-2024-10-02429

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	pc	Simple Rostrum wooden	3	3	2025-07-23 #: SI-0002638	0	Completed

**Specification:**

Wooden

Stable bearing

thicken partition

Log: 60CM

Wide: 40CM

Height: 108CM

2	set	Steel Cabinet wiith Sliding Glass Door, lock and 5 shelves	2	2	2025-07-23 #: SI-0002638	0	Completed
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**Specification:**

Height-6 ft and 7 inches

Width-2 ft and 11 inches

Length-1 ft and 4 inches

with wheels

3	unit	White Board 4x6 Ft.	4	4	2025-07-23 #: SI-0002638	0	Completed
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**Specification:**

?Specification:

?Size: 4x6 ft.

?Magnetic With Stand and Roller Stopper

?Collapsible stand and rollers

?With white board eraser holder

INSPECTION

ACCEPTANCE

Date Inspected: 7/24/25

Date Recieved: 7/24/25

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

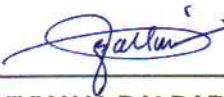
☒ Complete

☐ Others: \_\_\_\_\_

☐ Partial

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\_\_\_\_\_

  
**JHONAVEL R. CASTIL**  
Inspector

  
**VIVIAN V. BALBARINO**  
Head, Supply & Property Management