

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

INSPECTION & ACCEPTANCE REPORT

Supplier: **NEW FIVE STAR TRADING AND PRINTING PRESS** IAR No: 25-11-1611
P.O No.: **VSU-GOODS-25-29-132 (GF)** Date: 2025-10-27
Office/Dept: **DPSS** 8,100.00 GF-2024-03-00906

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	reams	Paper, Bond, Long, S-24, 80 gsm, COPY ONE	30	30	2025-10-24 #: DR 93360/ CI 84431	0	Completed

Specification:

bright white, high premium quality

INSPECTION	ACCEPTANCE
Date Inspected: 10/27/25	Date Recieved: 10/27/25
☒ 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