

INSPECTION & ACCEPTANCE REPORT

IAR No: 25-11-1504
Date: 2025-10-23
4,200.00 STF-2025-07-00874

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	pcs	Blending Stump	4	4	2025-09-29 #: DR 10075	0	Completed
2	pcs	Envelope, Expanding, with garter tie, green, long	30	30	2025-09-29 #: DR 10075	0	Completed
Specification: • with elastic band							
3	pcs	Eraser, Rubber, high quality	2	2	2025-09-29 #: DR 10075	0	Completed
Specification: • large size • smudge free • dust free • color: white							
4	pcs	Fine Point Artist Felt Pen	3	3	2025-09-29 #: DR 10075	0	Completed
Offer: TECH PEN							

	pc	Graphite Pencil 12B	1	0		0	Waived
	pc	Graphite Pencil 1H	1	1	2025-10-13 #: DR 10086	0	Completed
7	pc	Graphite Pencil 3B	3	3	2025-10-13 #: DR 10086	0	Completed
8	pc	Graphite Pencil 3B	3	3	2025-10-13 #: DR 10086	0	Completed
9	pc	Graphite Pencil 8B	1	1	2025-10-13 #: DR 10086	0	Completed
10	pcs	Kneadable Eraser	2	2	2025-09-29 #: DR 10075	0	Completed
11	pc	Oil Pastel Color set of 24	1	1	2025-10-22 #: DR 10094	0	Completed

Offer:

25 PCS/SET

12	reams	Paper, Bond, A4, S-24, 80 gsm	3	3	2025-09-29 #: DR 10075	0	Completed
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Offer:

A-ONE OR EQUIVALENT

13	pieces	Pencil, Charcoal	3	3	2025-09-29 #: DR 10075	0	Completed
14	pc	Watercolor Brush Set	1	1	2025-09-29 #: DR 10075	0	Completed

INSPECTION

ACCEPTANCE

Date Inspected:

10/23/25

Date Recieved:

10/23/25

☒ 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