

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-STF-2025-06-0370**
Office/Dept: **EO**

IAR No: 25-08-0978
Date: 2025-08-05
1,385.00 STF-2024-10-02892

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	kl	Brown Sugar	2	2	2025-08-04 #: DR-09348	0	Completed
2	pack s	Chocolate-Flavoured Malted Powder	3	3	2025-08-04 #: DR-09348	0	Completed

Offer:

milu - per dozen

3	pack	Coffee , instant in sachet	2	2	2025-08-04 #: DR-09348	0	Completed
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Offer:

nescafe original - per dozen

4	pack s	Coffee, 3n1 sachets, approx. 36 sachets per pack	2	2	2025-08-04 #: DR-09348	0	Completed
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Offer:

kopiko black (per dozen)

5	pack s	Coffee, sachet, approx. 48 sticks per pack	3	3	2025-08-04 #: DR-09348	0	Completed
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Offer:

per dozen

INSPECTION

Date Inspected: 8/5/25

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

☐ Others: _____

JHONAVEL R. CASTIL
Inspector

ACCEPTANCE

Date Recieved: 8/5/25

☒ Complete

☐ Partial

VIVIAN V. BALBARINO
Head, Supply & Property Management