

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

INSPECTION & ACCEPTANCE REPORT

Supplier: **N. N. ALCALA STORE** IAR No: 25-11-1597
P.O No.: **PO-GF-MOOE-2025-09-0683** Date: 2025-10-23
Office/Dept: **USHER** **29,000.00** GF-2025-08-00975

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	pcs	Monobloc Chairs	50	50	2025-10-22 #: DR 10090	0	Completed

Specification:

- White
- Armless
- Dimensions: L x W x H (49 x 45 x 78 cm)
- Seat Height: 43 cm
- Weight: approx. 2.35 kg
- stackable

INSPECTION

Date Inspected: 10/23/25

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

☐ Others: _____



MARK LOUIS L. GARCES
Inspector

ACCEPTANCE

Date Recieved: 10/23/25

☒ Complete

☐ Partial

DOREEN B. ALBA

Head, Supply & Property Management