

INSPECTION & ACCEPTANCE REPORT

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	unit	1 Line VOIP Phone, YEALINK T31P Distribution <i>QAC c/o Daisy E. Pantorilla (GF-2024-10-02296) - 1</i>	1	1	2025-09-29 #: CI 226802, 226801, 226804, 226795, 226791, 226793	0	Completed
Specification:							
2	unit	1 Line VOIP Phone, YEALINK T31P Distribution <i>CVM c/o Joel M. Israel (GF-2024-10-01879) - 3</i>	3	3	2025-09-29 #: CI 226802, 226801, 226804, 226795, 226791, 226793	0	Completed
Specification:							
3	unit	2 Line VOIP Phone, YEALINK T31W Distribution <i>ASO c/o Elizabeth A. Itallo II (GF-2024-10-01948) - 1</i> <i>CVM c/o Joel M. Israel (GF-2024-10-01892) - 1</i> <i>CVM c/o Joel M. Israel (GF-2024-10-01911) - 1</i> <i>EO c/o Marianne Joyce D. Gallego (GF-2025-02-00180) - 1</i> <i>IO c/o Cristlyn V. Bacariza (GF-2025-01-00115) - 1</i>	5	3	2025-10-06 #: CI 226871	2	Completed
				2	2025-09-29 #: CI 226802, 226801, 226804, 226795, 226791, 226793	0	
Specification:							
4	unit	Air Conditioning Unit, KOLIN KAG-145WC1WV Distribution <i>MMDC c/o Windy O. Tuyan (GF-2024-10-02418) - 1</i>	1	1	2025-09-29 #: CI 226802, 226801, 226804, 226795, 226791, 226793	0	Completed
Specification:							

Threat Protection:

- Shields against zero-day threats and botnets using McAfee Active Protection and Global Threat Intelligence technology.

• Content Filtering:

- Blocks inappropriate sites to maintain a safe browsing environment.

• Firewall:

- Two-Way Firewall system monitors and stops unauthorized traffic in and out of your PC.

• Data Encryption:

- Keeps sensitive files private with 128-bit encryption.

• Password Management:

- Includes a password manager app to simplify and secure password management.

License Details:

- **Devices Covered:** 3
- **License Duration:** 1 : 1 Year (auto-renewal enrolled)
- **Includes:** VPN service

This antivirus software offers comprehensive protection and additional features to enhance your digital security and privacy.

9	btls	Canon Pixma Ink Bottle,GI-790(Black) Distribution EO c/o Chona T. Liston (GF-2024-10-02812) - 10	10	10	2025-10-06 #: CI 226871	0	Completed
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Specification:

?Ink refill

10	pcs	Computer Keyboard, GENIUS KB-110 Distribution PO c/o Arjanery B. Antofina (GF-2025-02-00202) - 1	1	0		1	Undelivered
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Specification:

- **Type:** Standard Keyboard with 104 Keys
- **Connection:** USB
- **Key Caps:** Low profile
- **Key Noise:** Minimum
- **Key Layout:** Laser printed
- **Design:** Spill resistant

11	unit	Desktop CPU , Assembled Distribution SPO c/o Raizel M. Piamonte (GF-2024-10-01890) - 2	2	2	2025-10-17 #: CI 226996	0	Completed
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Specification:

Desktop CPU Processor (Core i5 13th gen) RAM 4GB, Hard drive SATA SSD with accessories (operating system and Microsoft office)

12	lot	Desktop Computer (system unit) Assembled Distribution MMDC c/o Windy O. Tuyan (GF-2024-10-02418) - 1	1	0		1	Undelivered
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Specification:

CPU and Motherboard:

- **Processor:** 3.0 GHz or higher (preferably Intel Core i7 or AMD Ryzen 7 for better performance)
- **Motherboard:** Compatible with the chosen CPU, supporting DDR4 RAM and integrated graphics (ensure the motherboard has the appropriate slots and features for future upgrades)

Memory:

- **RAM:** 16 GB or 32 GB DDR4 or higher (32 GB recommended for intensive tasks)

Storage:

- **SSD:** 500 GB SSD (consider NVMe SSD for faster performance)

Operating System and Software:

- **Operating System:** Microsoft Windows 11 (or Windows 10 if preferred)
- **Office Suite:** Microsoft Office 2016 or later

Graphics:

- **Integrated Graphics:** Ensure the motherboard has integrated graphics if no dedicated GPU is included. For better rendering performance, consider adding a dedicated GPU in the future.

13	btls	Epson 001 ink, Black, 127ml, Genuine Distribution RCCRDC c/o Anarose B. Romo (GF-2025-02-00178) - 6	6	6	2025-09-29 #: CI 226802, 226801, 226804, 226795, 226791, 226793	0	Completed
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Specification:
None

14	btls	Epson 001 ink, Cyan, Genuine Distribution RCCRDC c/o Anarose B. Romo (GF-2025-02-00178) - 3	3	3	2025-09-29 #: CI 226802, 226801, 226804, 226795, 226791, 226793	0	Completed
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Specification:
None

15	btls	Epson 001 ink, Magenta, Genuine Distribution RCCRDC c/o Anarose B. Romo (GF-2025-02-00178) - 3	3	3	2025-09-29 #: CI 226802, 226801, 226804, 226795, 226791, 226793	0	Completed
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Specification:

22	boxes	Ink, Cyan C13T05A200 Epson Copier ProWF-C878R Distribution IEO c/o Aida L. Estrera (GF-2024-10-01804) - 1	1	1	2025-10-17 #: CI 226996	0	Completed
Specification: None							
23	btl	Ink, EPSON 003,Genuine Cyan 65mL Distribution BIDANI c/o Melodina P. Edullantes (GF-2025-05-00655) - 1 ITEEM c/o Shaira B. Manapsal (GF-2024-10-02411) - 1 MMDC c/o Windy O. Tuyan (GF-2024-10-02418) - 5 ORDENS c/o Monica E. Sacmar (GF-2025-01-00061) - 5 PO c/o Arjanery B. Antofina (GF-2025-02-00202) - 3	15	15	2025-09-29 #: CI 226802, 226801, 226804, 226795, 226791, 226793	0	Completed
Specification: None							
24	btl	Ink, EPSON 003,Genuine Magenta 65mL Distribution BIDANI c/o Melodina P. Edullantes (GF-2025-05-00655) - 1 ITEEM c/o Shaira B. Manapsal (GF-2024-10-02411) - 1 MMDC c/o Windy O. Tuyan (GF-2024-10-02418) - 5 ORDENS c/o Monica E. Sacmar (GF-2025-01-00061) - 5 PO c/o Arjanery B. Antofina (GF-2025-02-00202) - 3	15	15	2025-09-29 #: CI 226802, 226801, 226804, 226795, 226791, 226793	0	Completed
Specification: None							
25	btl	Ink, EPSON 003,Genuine Yellow 65mL Distribution BIDANI c/o Melodina P. Edullantes (GF-2025-05-00655) - 1 ITEEM c/o Shaira B. Manapsal (GF-2024-10-02411) - 1 MMDC c/o Windy O. Tuyan (GF-2024-10-02418) - 5 ORDENS c/o Monica E. Sacmar (GF-2025-01-00061) - 5 PO c/o Arjanery B. Antofina (GF-2025-02-00202) - 3	15	15	2025-09-29 #: CI 226802, 226801, 226804, 226795, 226791, 226793	0	Completed
Specification: None							
26	btl	Ink, Epson 003,Genuine Black 65mL Distribution BIDANI c/o Melodina P. Edullantes (GF-2025-05-00655) - 2 FVM c/o Joel M. Israel (GF-2025-03-00427) - 12 ITEEM c/o Shaira B. Manapsal (GF-2024-10-02411) - 1 MMDC c/o Windy O. Tuyan (GF-2024-10-02418) - 8 ORDENS c/o Monica E. Sacmar (GF-2025-01-00061) - 10 PO c/o Arjanery B. Antofina (GF-2025-02-00202) - 3	36	36	2025-09-29 #: CI 226802, 226801, 226804, 226795, 226791, 226793	0	Completed
Specification: None							
27	pieces	Ink, Epson, genuine (C) T664, 70 ml Distribution PO c/o Arjanery B. Antofina (GF-2025-02-00202) - 5	5	5	2025-09-29 #: CI 226802, 226801, 226804, 226795, 226791, 226793	0	Completed
Specification: None							

28	pieces	Ink, Epson, genuine (M) T664, 70 ml Distribution PO c/o Arjanery B. Antofina (GF-2025-02-00202) - 5	5	5	2025-09-29 #: CI 226802, 226801, 226804, 226795, 226791, 226793	0	Completed
Specification: None							
29	pieces	Ink, Epson, genuine, (BK) T664, 70 ml Distribution PO c/o Arjanery B. Antofina (GF-2025-02-00202) - 5	5	5	2025-09-29 #: CI 226802, 226801, 226804, 226795, 226791, 226793	0	Completed
Specification: None							
30	pieces	Ink, Epson, genuine, (Y) T664, 70 ml Distribution PO c/o Arjanery B. Antofina (GF-2025-02-00202) - 5	5	5	2025-09-29 #: CI 226802, 226801, 226804, 226795, 226791, 226793	0	Completed
Specification: None							
31	boxes	Ink, Magenta C13T05A300 for Epson Copier ProWF-C878R Distribution IEO c/o Aida L. Estrera (GF-2024-10-01804) - 1	1	1	2025-10-17 #: CI 226996	0	Completed
Specification: None							
32	pack	Ink, Yellow C13T05A400 for Epson Copier ProWF-C878R Distribution IEO c/o Aida L. Estrera (GF-2024-10-01804) - 1	1	1	2025-10-17 #: CI 226996	0	Completed
Specification: None							
33	unit	Laptop, LENOVO IDEAPAD 141AU7 Distribution ITEEM c/o Shaira B. Manapsal (GF-2024-10-02411) - 1	1	1	2025-10-06 #: CI 226871	0	Completed
Specification:							
34	pieces	Mouse, Wired, Optical, USB, RAPOO N100 Distribution RCCRDC c/o Anarose B. Romo (GF-2025-02-00178) - 1	1	1	2025-09-29 #: CI 226802, 226801, 226804, 226795, 226791, 226793	0	Completed

Specification:							
35	unit	Portable Trolley 15" Speaker with wireless microphone, CRWN PRO 5008R+ Distribution DGE c/o April G. Bulawan (GF-2024-10-02430) - 1	1	1	2025-10-17 #: CI 226996	0	Completed

Specification:

- **Speaker Type:** 15" 2-Way Powered Portable Sound System
- **Power Output:** 480 Watts
- **Cabinet Material:** Plastic
- **Power Supply:**
 - AC: 220V
 - DC: 12V (Built-in Rechargeable Batteries)
- **Wireless Microphones:** 2 included
- **Microphone Inputs:**
 - XLR: 1
 - PL55: 1
- **Additional Inputs:**
 - **Guitar Input:** Shares with Mic 2 input
 - FM Radio
 - Bluetooth
 - USB Port
 - SD Port
 - Aux / Line In
 - Line Out
- **Features:**
 - 5 Band Equalizer
 - LCD Display
 - Remote Control
 - Handle and Wheel for portability

36	pc	Portable Trolley Speaker, KONZERT PA-15 Distribution DOH c/o Aljay D. Valida (GF-2025-02-00149) - 2	2	2	2025-09-29 #: CI 226802, 226801, 226804, 226795, 226791, 226793	0	Completed
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Specification:

37	unit	Smart TV, 4k, SKYWORTH 55" LED 55SUF7200 Distribution DGE c/o April G. Bulawan (GF-2024-10-02423) - 1	1	1	2025-10-06 #: CI 226871	0	Completed
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Specification:

38	pc	Wall fan, SHARP 16" PJ-W161M Distribution DGE c/o April G. Bulawan (GF-2024-10-02423) - 6	6	0		6	Undelivered
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Specification:

- **Blade Material:** Metal

- **Blade Size:** 16 inches
- **Speed Controller:** Three-speed

INSPECTION

Date Inspected:

10/21/25

☒ Inspected, verified and found in order
as to quantity and specifications☐ Others: _____


JUDE B. ROLA

inspector

ACCEPTANCE

Date Recieved:

10/21/25

☐ Complete☒ Partial
DOREEN B. ALBA

Head, Supply & Property Management