

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

INSPECTION & ACCEPTANCE REPORT

Supplier: **LEYTE PAPERWORLD**
P.O No.: **VSU-GOODS-25-29-102 (IGP)**
Office/Dept: **VSUH**

IAR No: 25-10-1312
Date: 2025-09-30
253,690.00 IGP-2024-10-0194;

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	tubes	Air Freshener, Spray, at least 280mL, Lemon/Orange Scent, GLADE	50	50	2025-09-19 #: DR-22647	0	Completed
Specification: None							
2	gallons	Alcohol, Ethyl, 70% solution, 1 gallon, BESTLAB	15	15	2025-09-19 #: DR-22647	0	Completed
Specification: None							
3	pcs	Bathroom Deodorizer, with holder, at least 100g, any scent, ALBATROSS	30	30	2025-09-08 #: DR-22298	0	Completed
Specification: None							
4	pcs	Deodorizer (Paradichlorobenzene) Lemon, Refill 100g, ALBATROSS	30	30	2025-09-08 #: DR-22298	0	Completed
Specification: None							
5	pc	Dishwashing Paste, SMART	40	40	2025-09-08 #: DR-22298	0	Completed
Specification: Kalamansi 400g							
6	pack	Fabric Conditioner, Antibacterial, Refill, 1.5L, any scent, DOWNY	400	400	2025-09-29 #: DR 22556, 22557/ CI 57240, 57241	0	Completed
Specification: None							
7	pc	Fiber Doormat, at least 15 X 23 inches; PAPERWISE	26	26	2025-09-08 #: DR-22298	0	Completed
Specification: at least 15 X 23 inches							

	pc	Floor mop with bucket, microfiber spinrotating 360, TORNADO	7	7	2025-09-08 #: DR-22298	0	Completed
Specification:							
	btls	Liquid Hand Soap, 500 ml., BEST LAB	15	15	2025-09-08 #: DR-22298	0	Completed
Specification:							
Liquid Hand Soap, 500 ml, assorted variants - apple, aloe vera, strawberry, melon, lavender							
10	pc	Pillow Case, Standard Size (20" x 26"), 100% cotton	50	50	2025-09-19 #: DR-22647	0	Completed
Specification:							
None							
11	bar	Soap, Detergent, Bar, at least 350g, any scent, SPEED	30	30	2025-09-08 #: DR-22298	0	Completed
Specification:							
12	kl	Soap, Detergent, Powder, 1 kilo/pack, any scent, SPEED	400	400	2025-09-08 #: DR-22298	0	Completed
Specification:							
None							
13	piece	Stick Broom (tingting) 6" from the top, approx 370 pcs	60	60	2025-09-19 #: DR-22647	0	Completed
Specification:							
None							
14	pack	Trash Bag (Garbage Bag), X-Large (18.5x18.5x40 inches), 10pcs/pack, Black	12	12	2025-09-08 #: DR-22298	0	Completed
Specification:							
None							

INSPECTION		ACCEPTANCE	
Date Inspected: 9/30/25 ☒ Inspected, verified and found in order as to quantity and specifications ☐ Others: _____ 		Date Recieved: 9/30/25 ☒ Complete ☐ Partial 	
 MARK LOUIS L. GARCES Inspector		 DOREEN B. ALBA Head, Supply & Property Management	