

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

INSPECTION & ACCEPTANCE REPORT

Supplier: **HANZ GRAPHICS AND DIGITAL IMAGING CENTER**

IAR No: 25-11-1434

P.O No.: **VSU-GOODS-25-35-305 (TF)**

Date: 2025-10-07

Office/Dept: **FVM**

251.00

TF-2025-03-00393

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	boxes	Fastener, Paper, plastic, 50 sets/box	2	1	2025-09-19 #: DR-51561	1	Completed
				1	2025-10-06 #: CI 45506	0	

Specification:
None

2	rolls	Tape, Masking, 2", Brown	3	3	2025-09-19 #: DR-51561	0	Completed
---	-------	--------------------------	---	---	---------------------------	---	-----------

Specification:
None

INSPECTION	ACCEPTANCE
Date Inspected: 10/7/25	Date Received: 10/6/25
☒ 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