


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

## INSPECTION & ACCEPTANCE REPORT

Supplier: **PC TOOLS COMPUTER SERVICES MULTI-PURPOSE COOPERATIVE** IAR No: 25-08-0973  
P.O No.: **PO-IGP-2025-07-0418** Date: 2025-08-04  
Office/Dept: **DTE** **2,040.00** IGP-2025-02-00144

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	btl	Ink, Epson 003,Genuine Black 65mL	6	6	2025-08-04 #: DR-59022/CI-0418	0	Completed

INSPECTION	ACCEPTANCE
<p>Date Inspected: <u>8/4/25</u></p> <p><input type="checkbox"/> Inspected, verified and found in order as to quantity and specifications</p> <p><input type="checkbox"/> Others: _____</p> <p>_____</p> <p>_____</p> <p><b>JHONAVEL R. CASTIL</b> Inspector</p>	<p>Date Recieved: <u>8/4/25</u></p> <p><input checked="" type="radio"/> Complete</p> <p><input type="radio"/> Partial</p> <p> <b>VIVIAN V. BALBARINO</b> Head, Supply &amp; Property Management</p>