

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-25-34-367 (GF-CO)**  
Office/Dept: **Assorted Depts/Offices**

IAR No: 25-10-1238  
Date: 2025-09-30  
**207,838.00**

Assorted PR's

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	unit	Floor Standing Mounted Airconditioner, KOPPEL KV36FMM-ARF31  Distribution _____ DOH c/o Aljay D. Valida (GF-2025-03-00336) - 1	1	1	2025-09-19 #: DR-22509	0	Completed

**Specification:**

**Specifications:**

- **Type:** Floor Standing Mounted
- **Cooling Capacity:** At least 4.0 HP
- **Energy Efficiency:** Energy-saving compressor
- **Air Delivery System:** 3D air delivery system
- **Modes:** Sleep mode
- **Timers:** Auto on/off timer
- **Filter:** High-efficiency air filter
- **Control:** Remote control
- **Rated Capacity:** At least 2.5 BTU (typically this would be measured in thousands of BTUs, so clarify if it's 2,500 BTU or a higher value like 25,000 BTU for accurate specification)
- with free installation

2	unit	Photocopying Machine, KYOCERA ECOSYS S MA2100CWFY  Distribution _____ DTHM c/o Noessa C. David (GF-2024-10-02602) - 1	1	1	2025-09-29 #: DR 22542/ CI 22542	0	Completed
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**Specification:**

**General**

Type: Color multifunctional printer (MFP)  
Engine speed: Up to 21 pages per minute (ppm) in both color and black and white  
Warm-up time: Approx. 28 seconds or less from power on  
Memory: Standard 1 GB, maximum 3 GB

Power source: AC 220 ~ 240 V, 50/60 Hz

Power consumption: Printing: 320 W or less; Standby: 45 W or less; Sleep mode: 1.5 W or less

Dimensions (W x D x H): 417 x 558 x 455 mm

Weight: Approx. 26.5 kg

### Printing

Resolution: 1200 x 1200 dpi

First print out time: Approx. 10 seconds or less in color and black and white

Duplex printing: Automatic duplex printing (double-sided printing)

Paper size: A4, A5, A6, B5, B6, Letter, Legal, Custom (70 x 148 mm to 216 x 356 mm)

Paper weight: 60 to 220 g/m<sup>2</sup>

Input capacity: Standard 250-sheet universal cassette and 100-sheet multi-purpose tray; maximum 1,850 sheets

Output capacity: 150-sheet face-down output tray

### Scanning

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Scan speed: Up to 40 images per minute (ipm) in color and black and white

Scan resolution: Up to 600 x 600 dpi

Scan to: Email, FTP, SMB, USB, TWAIN, WIA

### Copying

Copy speed: Up to 21 copies per minute (cpm) in both color and black and white

Copy resolution: 600 x 600 dpi

Duplex copying: Automatic duplex copying (double-sided copying)

Zoom range: 25% to 400% in 1% increments

### Fax

Modem speed: Maximum 33.6 kbps

Transmission speed: Approx. 3 seconds or less

Memory capacity: Standard 256 MB (approx. 9,000 pages)

Super G3 fax: Yes

PC fax: Yes

### INSPECTION

### ACCEPTANCE

Date Inspected:

Date Recieved:

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

☒ Complete

☐ Others: \_\_\_\_\_

☐ Partial

  
**CLINT C. SARVIDA**  
Inspector

  
**DOREEN B. ALBA**  
Head, Supply & Property Management