

Republic of the Philippines
VISAYAS STATE UNIVERSITY

SUPPLY & PROPERTY MANAGEMENT

INSPECTION & ACCEPTANCE REPORT

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

IAR No: 25-09-1215

P.O No.: VSU-GOODS-25-35-301 (STF)

Office/Dept: Assorted Depts/Offices

Date: 2025-09-22

48,965.00

Assorted PR's

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	pcs	Capseal (for pet slim water container), Blue Distribution OHIGP c/o Josefina L. Soria (STF-2025-04-00517) - 10	10	0		10	Undelivered
Specification: None							

Specification:
None

2	pcs	Cartolina, US, Blue, at least 160gsm Distribution <i>DBM c/o Sheillo G. Catorce (STF-2025-03-00416) - 2</i> <i>DBM c/o Sheillo G. Catorce (STF-2025-03-00416) - 3</i>	5	5	2025-09-19 #: DR-51565	0	Completed
Specification: None							

Specification:
None

3	pcs	Floor Mop with wooden handle, heavy duty	2	2	2025-09-19 #: DR-51565	0	Completed
Specification:							
None							

Specification:
None

4	pcs	Folding table, plastic top, steel tube legs, white	3	0		3	Undelivered
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Distribution
CN c/o Guada Fe D. Amihan (STF-2024-10-02663) - 3

Specification:

Specification:

Folding table, plastic top, steel tube legs, white, 180x70x74cm

5	pc	Heavy Duty Folding Table Distribution <i>DSO c/o Junard C. Gucela (STF-2024-10-02966) - 2</i>	2	2	2025-09-19 #: DR-51565	0	Completed
Specification:							

Specification:

Heavy Duty Folding Table 6ft Half Folding Table Simple/Table/Dining Table/Computer Table Convenient,

Assembly: Fully Assembled

Antique Collection: No

Material: Plastic

Country of Origin: Others

Table Type: Outdoor Tables

Foldable Furniture: Yes

Dimension (L x W x H): 180x74

Stock: 138

6	pc	Non-Spill Sticker, Blue, for caps of 5-gallon round water container Distribution OHIGP c/o Josefina L. Soria (STF-2025-04-00517) - 5000	5000	0		5000	Undelivered
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Specification:

None

7	rolls	PVC Coated paper for bookbinding (Haspi), Brown Distribution ULC c/o Maegan Lou A. Aruta (STF-2024-10-02451) - 25	25	0		25	Undelivered
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Specification:

PVC Coated paper for bookbinding (Haspi), Brown

Size:

1.1-1.42m wide x 25 meters/roll

8	rolls	PVC Coated paper for bookbinding (Haspi), Dark Blue Distribution ULC c/o Maegan Lou A. Aruta (STF-2024-10-02451) - 25	25	0		25	Undelivered
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Specification:

PVC Coated paper for bookbinding (Haspi), Dark Blue

Size:

1.1-1.42m wide x 25 meters/roll

9	rolls	PVC Coated paper for bookbinding (Haspi), Light Blue Distribution <i>ULC c/o Maegan Lou A. Aruta (STF-2024-10-02451) - 25</i>	25	0		25	Undelivered
Specification: PVC Coated paper for bookbinding (Haspi), Light Blue Size: 1.1-1.42m wide x 25 meters/roll							
10	rolls	PVC Coated paper for bookbinding (Haspi), Maroon Distribution <i>ULC c/o Maegan Lou A. Aruta (STF-2024-10-02451) - 25</i>	25	0		25	Undelivered
Specification: PVC Coated paper for bookbinding (Haspi), Maroon Size: 1.1-1.42m wide x 25 meters/roll							
11	rolls	PVC Coated paper for bookbinding (Haspi), Yellow Distribution <i>ULC c/o Maegan Lou A. Aruta (STF-2024-10-02451) - 25</i>	25	0		25	Undelivered
Specification: PVC Coated paper for bookbinding (Haspi), Yellow Size: 1.1-1.42m wide x 25 meters/roll							
12	piece	Record Book, Big, 200 Pages Distribution <i>OHIGP c/o Josefina L. Soria (STF-2025-04-00485) - 5</i>	5	5	2025-09-19 #: DR-51565	0	Completed
Specification: None							
13	pcs	Sediment Filter, 1 micron Distribution <i>OHIGP c/o Josefina L. Soria (STF-2025-04-00517) - 10</i>	10	0		10	Undelivered
Specification: None							
14	pcs	Sediment Filter, 5 micron Distribution <i>OHIGP c/o Josefina L. Soria (STF-2025-04-00517) - 10</i>	10	0		10	Undelivered

Specification: None						
15	pc	Sheer Curtain with rings, White, 60" x 120"/pc Distribution OUS c/o Antonieta Corazon D. Israel (STF-2024-12-03265) - 4	4	0		4 Undelivered

Specification: 60" x 120" Sheer White Curtain with rings						
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16	rolls	Tape, Masking, 2", Brown Distribution OHIGP c/o Josefina L. Soria (STF-2025-04-00485) - 5	5	5	2025-09-19 #: DR-51565	0 Completed
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Specification: None						
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17	pc	Umbrella Seal for Water Container, for water refilling Distribution OHIGP c/o Josefina L. Soria (STF-2025-04-00517) - 3000	3000	0		3000 Undelivered
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Specification: None						
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INSPECTION		9/22/25	ACCEPTANCE		9/22/25
Date Inspected: ☒ Inspected, verified and found in order as to quantity and specifications ☐ Others: _____ _____ _____			Date Recieved: ☐ Complete ☒ Partial		
 MARK LOUIS L. GARCES Inspector			 DOREEN B. ALBA Head, Supply & Property Management		