

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

INSPECTION & ACCEPTANCE REPORT

Supplier: **BAYBAY PRINTSHOP**
P.O No.: **PO-STF-MOOE-2025-09-0595**
Office/Dept: **IHK**

IAR No: 25-10-1389
Date: 2025-10-09
13,684.00 STF-2025-07-00936

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	btl	Ink, EPSON 003,Genuine Cyan 65mL	8	8	2025-10-08 #: DR 251006/ SI 5415	0	Completed
2	btl	Ink, EPSON 003,Genuine Magenta 65mL	8	8	2025-10-08 #: DR 251006/ SI 5415	0	Completed
3	btl	Ink, EPSON 003,Genuine Yellow 65mL	8	8	2025-10-08 #: DR 251006/ SI 5415	0	Completed
4	btl	Ink, Epson 003,Genuine Black 65mL	20	20	2025-10-08 #: DR 251006/ SI 5415	0	Completed

INSPECTION

Date Inspected:

10/9/25

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

☐ Others: _____



MARK LOUIS L. GARCES
Inspector

ACCEPTANCE

Date Recieved:

10/9/25

☒ Complete

☐ Partial


DOREEN B. ALBA
Head, Supply & Property Management