

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

INSPECTION & ACCEPTANCE REPORT

Supplier: **LEYTE PAPERWORLD** IAR No: 25-10-1308
P.O No.: **VSU-GOODS-25-35-318-B (TF)** Date: 2025-09-30
Office/Dept: **RCCRDC** 221.00 TF-2025-03-00326

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	pieces	Folder, Morocco, Long, w/ plastic binder, White, Morocco	5	5	2025-09-29 #: DR 22577/ CI 57419	0	Completed
Specification: None							
2	boxes	Staple Wire, #10, Max	1	1	2025-09-29 #: DR 22577/ CI 57419	0	Completed
Specification: None							
3	pieces	Stapler, #10, Heavy Duty, Max	1	1	2025-09-29 #: DR 22577/ CI 57419	0	Completed
Specification: None							
INSPECTION				ACCEPTANCE			
Date Inspected: 9/30/25				Date Recieved: 9/30/25			
☒ 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			