

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-25-29-117 (TF)**
 Office/Dept: **IO**

IAR No: **25-09-1102**
 Date: **2025-09-09**
7,238.00 **TF-2024-07-01326**

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	ream	Bond paper,A4, 80gsm, 5reams/box, IK ONE	4	4	2025-09-08 #: DR-22303/CI-57023	0	Completed
Specification: None							
2	pc	Envelope, Expanding, with garter tie, brown, short, PHOENIX	30	30	2025-09-08 #: DR-22303/CI-57023	0	Completed
Specification: None							
3	pack	Specialty Board, short 8-1/2 x 11, 220 gsm, Cream (10pcs/pack), PAPERWISE	5	5	2025-09-08 #: DR-22303/CI-57023	0	Completed
Specification: None							
4	pack	Specialty board, short 8-1/2 x 11, 120 gsm, white (10pcs/pack), PAPERWISE	3	3	2025-09-08 #: DR-22303/CI-57023	0	Completed
Specification: None							
5	pack	Specialty board, short 8-1/2 x 11, 120 gsm, yellow (10pcs/pack), PAPERWISE	6	6	2025-09-08 #: DR-22303/CI-57023	0	Completed
Specification: None							
INSPECTION				ACCEPTANCE			

Date Inspected: 9/9/12

Date Received: 9/9/12

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

☒ Complete

☐ Others: _____

☐ Partial

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JHONAVEL R. CASTIL
Inspector

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DOREEN B. ALBA
Head, Supply & Property Management