

INSPECTION & ACCEPTANCE REPORT

Assorted PR's

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	pcs	Circular Microwaveable plastic box , 500ml capacity Distribution _____ <i>PRCRTC c/o John S. Bahandi (GF-2025-03-00321) - 100</i>	100	100	2025-11-17 #: CI 57812/ DR 22857	0	Completed
Specification: Circular Microwaveable plastic box, 500ml capacity							
2	boxes	Fastener, Paper, non-rust metal, 50 sets/box, Prince Distribution _____ <i>DPSS c/o Gilda P. Nayre (GF-2025-05-00629) - 1</i>	1	1	2025-11-17 #: CI 57812/ DR 22857	0	Completed
Specification: • 50 sets/box • size: 7 cm • color: silver							
3	pcs	Folder, Expandable, A4, Green, Nappco Distribution _____ <i>DPSS c/o Gilda P. Nayre (GF-2025-05-00629) - 15</i>	15	15	2025-11-17 #: CI 57812/ DR 22857	0	Completed
Specification: none							
4	pcs	Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double), Paperwise Distribution _____ <i>DPSS c/o Gilda P. Nayre (GF-2025-05-00629) - 4</i>	4	4	2025-11-17 #: CI 57812/ DR 22857	0	Completed
Specification:							

- horizontal
- Made with thick chip board and Arlin (semi-rough texture) book binding cover for a matte finish
- Includes label insert and finger hole mechanism for easier handling
- Size: 15 ½" x 9 ½" x 4 5/8" (L x H x W)
- black

5	boxes	Paper, Bond, A4, 70 gsm (5 reams/box), IK One	1	1	2025-11-17 #: CI 57812/ DR 22857	0	Completed
Distribution <u>DPSS c/o Gilda P. Nayre (GF-2025-05-00629) - 1</u>							

Specification:

Specifications:

- 70 gsm
- Weight per Box: 12kg
- Product Dimension: A4: 8.5in x 9in x 12.2in
- Color: White
- Works with laser/inkjet printers, copiers, and fax machines.
- Paper rolls are tightly wound and precisely cut for high-quality output.
- Lint-free, bright white paper.
- The acid-free paper also prevents printing and copier sheets from yellowing over time to ensure long-lasting archival quality.

6	pc	Pen, Whiteboard Marker, Black, Pilot	2	2	2025-11-17 #: CI 57812/ DR 22857	0	Completed
Distribution <u>DPSS c/o Gilda P. Nayre (GF-2025-05-00629) - 2</u>							

Specification:

None

7	pcs	Puncher, 2 holes, heavy duty, Carl	1	1	2025-11-17 #: CI 57812/ DR 22857	0	Completed
Distribution <u>DPSS c/o Gilda P. Nayre (GF-2025-05-00629) - 1</u>							

Specification:

- 2 hole
- heavy duty
- size: 7 cm

INSPECTION

ACCEPTANCE

Date Inspected:

11/18/25

Date Recieved:

11/18/25

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

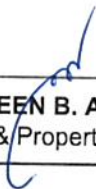
☒ Complete

☐ Others: _____

☐ Partial



MARK LOUIS L. GARCES
Inspector



DOREEN B. ALBA
Head, Supply & Property Management