

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



## INSPECTION & ACCEPTANCE REPORT

Supplier: **NEW FIVE STAR TRADING AND PRINTING PRESS** IAR No: 25-11-1609  
P.O No.: **VSU-GOODS-25-29-151 (STF)** Date: 2025-10-27  
Office/Dept: **VIHS** **5,000.00** STF-2024-07-01345

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	reams	Paper, Bond, A4, S-24, 80 gsm, COPY ONE	20	20	2025-10-24 #: DR 93355/ CI 84439	0	Completed

**Specification:**

bright white, high premium quality

INSPECTION	ACCEPTANCE
Date Inspected: 10/27/25	Date Recieved: 10/27/25
<input checked="" type="checkbox"/> Inspected, verified and found in order as to quantity and specifications	<input checked="" type="radio"/> Complete
<input type="checkbox"/> Others: _____	<input type="radio"/> Partial
_____	
_____	
	
<b>MARK LOUIS L. GARCES</b> Inspector	<b>DOREEN B. ALBA</b> Head, Supply & Property Management