

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-25-35-320 (TF)**
Office/Dept: **AccO**

IAR No: 25-09-1103
Date: 2025-09-09
5,150.00 TF-2025-04-00552

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	pc	Envelope, Expanding, with garter tie, green, long, Phoenix	50	50	2025-09-08 #: DR-22319/CI-57073	0	Completed
Specification: None							
2	pcs	Folder, Expanded, Long (Green), Nappco	50	50	2025-09-08 #: DR-22319/CI-57073	0	Completed
Specification: None							
3	piece	Folder, File, Long, 14pts, White, System / Coby	200	200	2025-09-08 #: DR-22319/CI-57073	0	Completed
Specification: None							
4	pack	"Sign Here" Sticky Notes, HBW / Kei Win	10	10	2025-09-08 #: DR-22319/CI-57073	0	Completed
Specification: None							

INSPECTION	ACCEPTANCE
Date Inspected: <u>9/9/25</u>	Date Recieved: <u>9/9/25</u>
<input 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


JHONAVEL R. CASTIL
Inspector


DOREEN B. ALBA
Head, Supply & Property Management