

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

## INSPECTION & ACCEPTANCE REPORT

Supplier: **N. N. ALCALA STORE**  
P.O No.: **PO-TF-2025-06-0331**  
Office/Dept: **DOH**

IAR No: 25-06-0748  
Invoice No.: DR-8395  
Date: 2025-06-19  
**3,500.00** TF-2025-04-00561

| No. | UNIT | DESCRIPTION                     | Quantity |        | Date Received | Balance | Remarks   |
|-----|------|---------------------------------|----------|--------|---------------|---------|-----------|
|     |      |                                 | Per P.O  | Actual |               |         |           |
| 1   | pc   | Plastic ID Holders with lanyard | 100      | 100    | 2025-06-18    | 0       | Completed |

Offer:

4" x 6" B4

INSPECTION *whols*

ACCEPTANCE *whols*

Date Inspected:

Date Recieved:

- ☐ Inspected, verified and found in order as to quantity and specifications
- ☐ Others: \_\_\_\_\_

- ☒ Complete
- ☐ Partial

*Jhonavel R. Castil*  
**JHONAVEL R. CASTIL**  
Inspector

*Vivian V. Balbarino*  
**VIVIAN V. BALBARINO**  
Head, Supply & Property Management