Republic of the Philippines

VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte

SUPPLY & PROPERTY MANAGEMENT

INSPECTION & ACCEPTANCE REPORT

Supplier:

LEYTE PAPERWORLD

IAR No:

25-10-1232

P.O No.:

VSU-GOODS-25-29-115 (TF)

Date:

2025-10-08

Office/Dept: CAFS

15,317.00

TF-2024-12-0

No.	UNIT	DESCRIPTION	Qua	ntity	Date	Balance	Rema
			Per P.O	Actual	Received		
1	tubes	Air Freshener, Spray, at least 280mL, Lemon/Orange Scent, GLADE	4	4	2025-09-19 #: DR- 22644/CI- 57157,57158 ,57159	0	Comp
	Specific	cation:					
	None						
2	btls	Alchol, Isopropyl, 70% solution, 500mL, pump type, BESTLAB	6	6	2025-09-08 #: DR- 22299,22300	0	Compl
	Specific None	eation:					
3	boxes	Clip, Double Binder, 1" (approx. 25mm), Black, 12 pcs/box, TM	10	10	2025-09-08 #: DR- 22299,22300	0	Compl
	pecific None	eation:		-			
-	None						
4	boxes	Clip, Metal Bulldog, 2-1/2" (approx. 63.5mm), 12 pcs/box, TM	5	5	2025-09-08 #: DR- 22299,22300	0	Compl
S	pecific	ation:					
	None						
5	рс	Correction Pen, rolling ball-metal tip, DONG A	4	4	2025-09-08 #: DR- 22299,22300	0	Comple
	pecific	ation:					
-	None						
6	рс	Correction Tape, at least 8m x 5mm wide, HBW	4	4	2025-09-08 #: DR- 22299,22300	0	Comple
S	pecific	ation:					
	Vone						
7	btl	EPSON INK btl 664 black, EPSON	5	5	2025-09-08 #: DR-	0	Comple

T		Fruelens Decumentary Brown 150 he Long			2025-09-08	.	0
		Envelope, Documentary, Brown, 150 lbs, Long, NAPPCO	10	10	#: DR- 22299,22300	0	Completed
100	pecification	ation:					
T		Folder, File, Long, 14pts, White, SYSTEM	107	107	2025-09-08 #: DR- 22299,22300	0	Completed
	pecific None	ation:					
0	T	Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double), PAPERWISE	10	10	2025-09-08 #: DR- 22299,22300	0	Completed
S	pecific	ation:					
1	piece	Pen, Technical , 0.5 mm, ROTRING	1	1	2025-09-08 #: DR- 22299,22300	0	Completed
	pecific	eation:					
2		Scissors, 6" heavy duty, good quality, JOY	2	2	2025-09-08 #: DR- 22299,22300	0	Completed
S	pecific	eation:					
3	gal	Soap, Detergent, Liquid, 1 gal, any scent, PCD	3	3	2025-09-08 #: DR- 22299,22300	0	Completed
S	pecific	cation:					
-	None				2025-09-08		
14	kl	Soap, Detergent, Powder, 1 kilo/pack, any scent, SPEED	3	3	#: DR- 22299,22300	0	Completed
	Specific None	cation:					
15	btls	Soap, Dishwashing, Liquid, 250mL, JOY	4	4	2025-09-08 #: DR- 22299,22300	0	Completed
	Specifi None	cation:					
16	T	s Soap, Toilet , guest size, SAFEGUARD	4	4	2025-09-08 #: DR- 22299,22300	0	Complete
5	Specifi	cation:					
17	boxes	Staple Wire No. 35-5M Leg Length 6mm (1/4"),	10	10	2025-09-08 #: DR- 22299,22300	0	Complete
-	Specifi None	cation:					
18	T	Sticky Note, 2 x 3, Yellow, KAI WEN	8	8	2025-09-08 #: DR- 22299,22300	0	Complete

			8	8	2025-09-08 #: DR-	0	Completed	
9	oads S	ticky Note, 3 x 3, Yellow, KAI WEN	0		22299,22300			
	ecifica	tion:			2025-09-19 #: DR-			
20	rolls	Tape, Foam, Double Sided, 1/2" x 5m, ARMAK	6	6	#: DR- 22644/CI- 57157,57158 ,57159	0	Completed	
,	None		6	6	2025-09-08 #: DR- 22299,2230	0	Completed	
21	rolls	Tape, Transparent, 12mm x 50m, ARMAK						
		ication:		CEPTANC	F 9	22/25		
10.10	None	01.204		te Recieve				
Date Inspected:			© Complete					
	as to quantity and spooms				O Partial			
		Others:						
		- And -			DODDEN B ALBA			
-	MARK LOUIS L. GARCES Inspector			DORFEN B. ALBA Head, Supply & Property Management				