

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

INSPECTION & ACCEPTANCE REPORT

Supplier: **LEYTE PAPERWORLD** IAR No: 25-11-1447
P.O No.: **VSU-GOODS-25-34-373 (TF)** Date: 2025-10-13
Office/Dept: **AccO** 17,800.00 TF-2025-04-00546

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	unit	Heavy Duty Combo Binding Machine, IBIND	1	1	2025-10-10 #: DR 22699/ CI 57404	0	Completed

Specification:

- Maximum Punching Capacity: 25 sheets
- Maximum Size: LS, F4, A4, Extra Long
- Selectable Punching Pins: 24 slots
- Net Weight: 12.5 kg

INSPECTION

ACCEPTANCE

Date Inspected:

10/13/25

Date Received:

10/13/25

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

☒ Complete

☐ Others: _____

☐ Partial


MARK LOUIS L. GARCÉS
Inspector


DOREEN B. ALBA
Head, Supply & Property Management