

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-STF-MOOE-2025-09-0593**
Office/Dept: **IHK**

IAR No: 25-10-1358
Date: 2025-09-30
5,320.00 STF-2025-07-00937

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	btls	Alcohol, Isopropyl, 70% solution, 500mL	2	2	2025-09-29 #: DR 10074	0	Completed

Offer:

ETHYL

2	reams	Paper, Bond, A4, S-24, 80 gsm	20	20	2025-09-29 #: DR 10074	0	Completed
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Specification:

- 500 sheets/ream
- lint-free, bright white paper
- acid-free
- manufacturer should be ISO 9001:2015 (Quality Management System and 14004:2015 (Environmental Management System) certified

INSPECTION

ACCEPTANCE

Date Inspected:

9/30/25

Date Recieved:

9/30/25

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

☒ Complete

☐ Others: _____

☐ Partial



MARK LOUIS L. GARCES
Inspector



DOREEN B. ALBA
Head, Supply & Property Management