

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-25-35-325 (TF)**
Office/Dept: **DPM**

IAR No: 25-09-1106
Date: 2025-09-09
23,656.00 TF-2025-03-00451

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	gallon	Alcohol, Ethyl, 75% solution, 3.79L/gallon, Bestlab	20	20	2025-09-08 #: DR-22315/CI-57077	0	Completed

Specification:

75% alcohol solution

2	boxes	Face Mask, Surgical, Disposable, 3-ply, 50 pcs/box	13	13	2025-09-08 #: DR-22315/CI-57077	0	Completed
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Specification:

3	boxes	Paper, Bond, A4, 70 gsm (5 reams/box), IK One	11	11	2025-09-08 #: DR-22315/CI-57077	0	Completed
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Specification:

Specifications:

- 70 gsm
- Weight per Box: 12kg
- Product Dimension: A4: 8.5in x 9in x 12.2in
- Color: White
- Works with laser/inkjet printers, copiers, and fax machines.
- Paper rolls are tightly wound and precisely cut for high-quality output.
- Lint-free, bright white paper.
- The acid-free paper also prevents printing and copier sheets from yellowing over time to ensure long-lasting archival quality.

INSPECTION

ACCEPTANCE

Date Inspected: *aldr*

Date Recieved: *aldr*

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

☒ Complete

☐ Others: _____

☐ Partial

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JHONAVEL R. CASTIL

Inspector

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DOREEN B. ALBA

Head, Supply & Property Management