

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

INSPECTION & ACCEPTANCE REPORT

Supplier: **SHIFT TECH TRADING INC.**
P.O No.: **PO-GF-MOOE-2025-10-0758**
Office/Dept: **FAFS**

IAR No: 25-12-1483
Date: 2025-12-03
4,560.00 GF-2025-08-01118

No.	UNIT	DESCRIPTION	Quantity		Date Received	Balance	Remarks
			Per P.O	Actual			
1	boxes	Ink Epson 6490 #008, Magenta	2	2	2025-12-02 #: CI 1224	0	Completed

Offer:

GENUINE #008

2	boxes	Ink Epson 6490 #008, cyan	2	2	2025-12-02 #: CI 1224	0	Completed
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Offer:

GENUINE #008

3	boxes	Ink Epson 6490 #008, yellow	2	2	2025-12-02 #: CI 1224	0	Completed
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Offer:

GENUINE #008

INSPECTION

Date Inspected:

12-3-25

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

☐ Others: _____

MARK LOUIS L. GARCES
Inspector

ACCEPTANCE

Date Received:

12/3/25

☒ Complete

☐ Partial

DOREEN B. ALBA
Head, Supply & Property Management