

Republic of the Philippines
UNIVERSITY OF SOUTHEASTERN PHILIPPINES
Davao City

REQUEST FOR PRE-REPAIR INSPECTION AND EVALUATION REPORT

DESCRIPTION OF PROPERTY:

Type:	_____	Brand/Made:	_____
Serial/Engine No:	_____	Property No.	_____
Acquisition Date:	_____	Acquisition Cost:	_____
Date of Last Repair:	_____	Nature of Last Repair:	_____

Defects/Complaints: _____
Nature and scope of work to be done: _____

Parts to be supplied/replaced: _____

Requested by: _____

EVALUATION REPORT

Findings: _____

Pre-Inspected by: _____

Post Repair: _____
Repair Shop/Supplier: _____

Job Order No.: _____ Date: _____ Invoice No.: _____

Date: _____ Amount per Job Order : _____ Payable Amount: _____

FINDINGS: _____

Inspected by: _____ Date _____
Property Inspector