## GENERAL REQUISITION FORM



Requested by:	FLORENCE EMEKA	Position:	BDO/ADMIN OFFICER.
Date of Request:	21/03/2022	Location of need	LAGOS LOCATION
Purpose:	SUNDRY ITEMS MARCH, 2022. OFFICE USE		
Signature:	The		

## ITEMS:

S/N	DESCRIPTION OF ITEMS	QTY	MARKET PRICE PER ITEM	TOTAL ( <del>N</del> )
1.	AIR FRESHENER SPRAY	2 CANS	950	1,900.00
2.	BLOCK AIR FRESHNER {DRUMMER}	6 PICS	250	1,500.00
3.	OMO DETERGENT (BIG SIZE)	1 PACKET	1500	1,500.00
4.	HYPO BLEACH (BIG SIZE)	1 BOTTLES	1000	1000.00
5.	HARPIC LAVATORY FRESHNER	2 BOTTLES	1000	2000.00
6.	MAMA LEMON WASHING UP LIQUID (BIG SIZE)	1 BOTTLE	1000	1,000.00
7.	TISSUE PAPER .	1/2 ROLL	1500	1,500.00
8.	AIR FRESHENER LIQUID {CASHMIRE LOUNGE}	1 BOTTLE	2500	2,500.00
8.	SERVIETTE	2 PACKETS	200	400.00
11.	SPONGE	6	1000	1,000.00
12.	MORTEIN MULTI INSECT KILLER (Baygon Small size)	1	1500	1,500.00
13.	HARPIC SUPER ACTIVE BLOCK	1 PACK	1000	1,000.00
	HAND SANITIZER ARMSTRONG HAND	I BOTTLE	2500	2,500.00
14.	WASTE BAG	2 ROLL	500	1000.00
	TOTAL			20,300.00

CONFIRMED BY:

HR OFFICER

APPROVED BY: --

CHIEF OPERATION OFFICER

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